



## MILFORD CITY COUNCIL MEETING

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Milford, Utah will hold a meeting at the **Milford EMS Building, 880 North Main, Milford, Utah** for the purposes and at the time described below on **TUESDAY, JUNE 21, 2016**.

### REGULAR MEETING – 4:00 PM

1. **MAYOR'S WELCOME & CALL TO ORDER:** Roll Call & Pledge of Allegiance
2. **RECOGNITION OF VISITOR'S RELATING TO CITY BUSINESS**
  - a. Brent Harris – Discuss Gopher Issue at the Golf Course
3. **CONSENT ISSUES**
  - a. Bills and Payroll; Financial Report - May 2016; Minutes of May 17, 2016 Council Meeting; May 17, 2016 Public Hearing – Waiving Payment for the Interfund Services for Municipal Use; May 17, 2016 Public Hearing – Amend Operating Budget for FY 2015-2016; May 17, 2016 Public Hearing – Subsidy Transfer to Debt Service Fund; June 2, 2016 Council Work Session.
4. **NEW BUSINESS**
  - a. Surplus of Equipment: Presentation of Bids Received
  - b. Discuss and Action: Sell of Water from Irrigation Well
  5. Discuss and Action: Waiving Service Charges to Milford Lions Club
6. **OLD BUSINESS**
  - a. Approval of Work Release for Water Project
  - b. Community Center Update
7. **ORDINANCE AND RESOLUTIONS**
  - a. Resolution 9-2016 "URS Contribution"
  - b. Resolution 10-2016 "Setting and Adjusting the Approved Vendor List"
  - c. Resolution 11-2016 "Adopting Operating Budget FY 2016-2017 "
  - d. Resolution 12-2016 "Setting the Real and Personal Property Tax"
  - e. Resolution 13-2016 "Setting Milford City Salary Scale"
  - f. Resolution 14-2016 "Setting Visitor Swimming Pool Passes"
  - g. Ordinance 2-2016 "Library Board Revisions"
  - h. Ordinance 3-2016 "Compensation and Salaries"
8. **COMMENTS**
  - a. **Staff Member Reports and Comments**
    - i. Leo Kanell, City Attorney
    - ii. Makayla Bealer, City Administrator/Treasurer
    - iii. Monica Seifers, City Recorder
    - iv. Lisa Thompson, Administrative Assistant
    - v. Ben Stewart, City Foreman
  - b. **Council Member Reports and Comments**
    - i. Council Member Aaron Cox: Water, Public Safety and Law Enforcement, Beautification
    - ii. Council Member Wayne Hardy: Airport, Recreation and Parks, Beautification
    - iii. Council Member Russell Smith: Cemetery, Sewer
    - iv. Council Member Les Whitney: Planning and Zoning Commission, Buildings and Equipment
    - v. Council Member Terry Wiseman: Library, Streets
    - vi. Mayor Nolan Davis: Waste Management Board, Economic Development, Five County Steering, LIC Committee

### 9. ADJOURNMENT

*Notice: The City Council may adjourn to Executive Session pursuant to the provisions of §52-4-204 and §52-4-205, Utah Code Annotated (1953), as amended.*

#### CERTIFICATE OF DELIVERY & POSTING

I, Monica D. Seifers, duly appointed and acting City Recorder do hereby certify that the above Notice and Agenda was posted in three public places within the Milford City Limits on this 16<sup>th</sup> day of June, 2016. These public places being 1) Milford City Office; 2) U.S. Post Office; and 3) Milford Public Library. The foregoing Notice and Agenda was also delivered to each member of the governing body and posted on [www.utah.gov/pmn](http://www.utah.gov/pmn).

*In compliance with the Americans with Disabilities Act, the City of Milford will make efforts to provide reasonable accommodations to disabled members of the public in accessing City programs. Request for assistance can be made by contacting the City Recorder at 435.387.2711 at least 24 hours in advance of the meeting to be held.*

CITY OF MILFORD  
COMBINED CASH INVESTMENT  
MAY 31, 2016

COMBINED CASH ACCOUNTS

01-11110	CASH IN CHECKING - COMBINED	63,958.53
01-11310	PETTY CASH	200.00
01-11400	RETURNED CHECKS - CLEARING	174.34
01-11610	CASH-STATE TREASURER-COMBINED	749,377.38
01-11700	CASH - A/R CLEARING	( 436.86)
	TOTAL COMBINED CASH	813,273.39
01-11810	ST TREAS-DESIGNATED-WATER	( 52,674.35)
01-11815	ST TREAS-DESIGNATED-SEWER	( 95,991.86)
01-11816	ST TREAS-DESIGNATED-GEN FUND	( 68,373.77)
01-11817	ST TREAS-DESIGNATED-LIBRARY	( 9,143.17)
01-11819	ST TREAS- RECREATION COMPLEX	( 18,161.18)
01-11835	ST TREAS-RESTRICTED-BOND 808	( 694.76)
01-11840	ST TREAS-RESTRICTED-MAIN 5030	( 39,000.00)
01-11845	ST TREAS-RESTRICTED-MAIN 808	( 65,000.00)
01-11860	ST TREAS-RESTRICTED-BOND 3SO24	( 65,205.92)
01-11865	ST TREAS-RESTRICTED-MAIN S3024	( 90,044.14)
01-11880	STATE TREAS-RESTRICTED-LIBRARY	( 20,858.00)
01-11900	TOTAL ALLOCATION TO OTHER FUND	( 288,126.24)
	TOTAL UNALLOCATED CASH	.00

CASH ALLOCATION RECONCILIATION

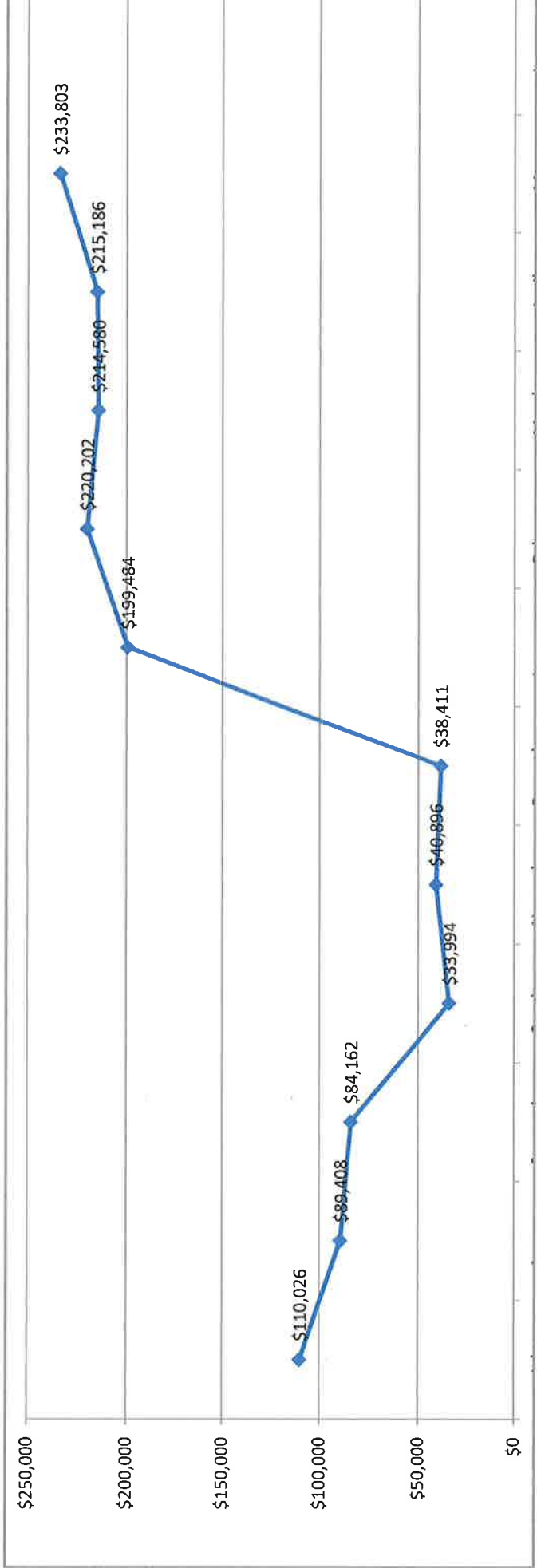
10	ALLOCATION TO GENERAL FUND	107,428.74
30	ALLOCATION TO DEBT SERVICE FUND	( 22,518.00)
51	ALLOCATION TO WATER FUND	127,275.54
52	ALLOCATION TO SEWER FUND	84,140.22
54	ALLOCATION TO MUNICIPAL BUILDING AUTHORITY	( 8,340.00)
	TOTAL ALLOCATIONS TO OTHER FUNDS	287,986.50
	ALLOCATION FROM COMBINED CASH FUND - 01-11900	( 288,126.24)
	ZERO PROOF IF ALLOCATIONS BALANCE	( 139.74)

# Utah State Treasury Report 2015-2016

Department		Totals												Totals
		JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	
Designated Water 111810	W D													\$0.00
Designated Sewer 111815	W D													
Designated General Fund 111816	W D													
Designated Library	W D													
Designated City Recreation 111818	W D													
Designated Recreation Complex	W D													
Restricted Cash - Water Bond 5030 111825	W D													
Restricted Cash - Sewer Bond 808 111835	W D													
Restricted Cash - Water Main 5030 111840	W D													
Restricted Cash - Sewer Main 808 111845	W D													
Restricted Cash - Water Bond 256 111850	W D													
Restricted Cash - Water Bond 3S024 111860	W D													
Restricted Cash - Water Main 3S024 - 111865	W D													
Restricted Cash - Sewer Bond 941 111870	W D													
Restricted Cash-Library Bond	W D													
Restricted Cash Impact Fees - Water	W D													
Restricted Cash Impact Fees - Sewer	W D													
Restricted Cash Impact Fees - Gen Fund	W D													
Designated Cemetery	W D													
Designated Streets	W D													
Designated Mayer Trust Fund	W D													
Designated Perpetual Care	W D													
Designated Dangerous Buildings	W D													
Designated 4th of July Revenue	W D													
Designated Christmas Light Project	W D													
Designated Sheriff's Contract	W D													
Designated Digitization of Newspapers	W D													
Miscellaneous & Interest	W D													
Months Totals														
State Treasury Bal														

Historical Fund Balance  
City of Milford  
Unaudited  
2015-2016

June	July	August	September	October	November	December	January	February	March	April	May	June
\$121,507	\$110,026	\$89,408	\$84,162	\$33,994	\$40,896	\$38,411	\$199,484	\$220,202	\$214,580	\$215,186	\$233,803	



Retained Earnings

Low = 5% of General Fund Revenue

High = 18% of General Fund Budget

Current Month Retained Earnings

Actual Revenue YTD

\$1,778,581.30

Budget Revenue 2015-2016

\$1,851,084.68

Retained Earnings

\$88,929.07

\$333,195.24

\$233,803.27

CITY OF MILFORD  
BALANCE SHEET  
MAY 31, 2016

GENERAL FUND

ASSETS

10-11900	CASH - COMBINED FUND	107,428.74	
10-12100	ST TREAS-DESIGNATED-GEN FUND	69,884.22	
10-12110	ST TREAS-DESIGNATED-LIBRARY	9,143.17	
10-12140	ST TREAS-RECREATION COMPLEX	16,677.01	
10-12150	ST. TREAS-RESTRICTED-LIBRARY	113.46	
10-13110	ACCOUNTS RECEIVABLE	7,467.28	
10-13113	AR/CREDIT CARD, AIRPORT	( 2,319.44)	
10-13114	ACCOUNTS RECEIVABLE-MISC.	2,579.55	
10-13115	PROPERTY TAX RECEIVABLE	134,754.00	
10-15110	INVENTORY-AIRPORT FUEL	26,199.06	
TOTAL ASSETS			371,927.05

LIABILITIES AND EQUITY

LIABILITIES

10-21310	ACCOUNTS PAYABLE	6,742.68	
10-22220	FEDERAL WITHHOLDING PAYABLE	( 43.15)	
10-22230	STATE WITHHOLDING PAYABLE	761.97	
10-22240	EMPLOYMENT SECURITY	( 87.39)	
10-22250	WORKER COMPENSATION PAYABLE	( 4,440.62)	
10-22300	RETIREMENT PAYABLE	( .02)	
10-22310	DISABILITY PAYABLE	( 5.41)	
10-22500	HEALTH INSURANCE PAYABLE	( 689.70)	
10-22600	401 K PAYABLE	2.82	
10-22601	FLEX PLAN	1,062.52	
10-22700	MISC. PAYROLL DEDUCTIONS	66.08	
TOTAL LIABILITIES			3,369.78

FUND EQUITY

10-26100	DEFERRED INFLOW-PROPERTY TAXES	134,754.00	
UNAPPROPRIATED FUND BALANCE:			
10-29800	FUND BALANCE-UNRESERVED	42,276.07	
	REVENUE OVER EXPENDITURES - YTD	191,527.20	
BALANCE - CURRENT DATE		233,803.27	
TOTAL FUND EQUITY			368,557.27
TOTAL LIABILITIES AND EQUITY			371,927.05

CITY OF MILFORD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-100 PROPERTY TAXES-CURRENT	.00	124,319.15	134,754.00	10,434.85	92.3
10-31-200 PROPERTY TAXES-DELINQUENT	494.11	6,926.18	10,000.00	3,073.82	69.3
10-31-300 SALES AND USE TAX	26,330.87	264,656.66	295,000.00	30,343.34	89.7
10-31-400 CABLEVISION FRANCHISE TAX	58.85	735.26	1,000.00	264.74	73.5
10-31-402 PACIFICORP FRANCHISE TAX	7,238.50	145,482.87	140,000.00	( 5,482.87)	103.9
10-31-403 QUESTAR FRANCHISE TAX	3,390.97	35,189.41	35,000.00	( 189.41)	100.5
10-31-408 TELECOMMUNICATIONS TAX REVENUE	2,672.51	21,121.45	30,000.00	8,878.55	70.4
10-31-700 FEE-IN-LIEU OF PERSONAL PROP.	2,781.25	17,324.54	25,000.00	7,675.46	69.3
TOTAL TAXES	42,967.06	615,755.52	670,754.00	54,998.48	91.8
<u>LICENSES AND PERMITS</u>					
10-32-100 BUSINESS LICENSE AND PERMITS	145.00	6,005.00	5,500.00	( 505.00)	109.2
10-32-210 BUILDING PERMITS	1,904.46	9,043.38	6,000.00	( 3,043.38)	150.7
10-32-220 IMPACT FEES - GENERAL FUND	552.85	1,105.70	1,085.00	( 20.70)	101.9
10-32-230 OTHER DEVELOPMENT REVENUE	.00	410.00	1,000.00	590.00	41.0
TOTAL LICENSES AND PERMITS	2,602.31	16,564.08	13,585.00	( 2,979.08)	121.9
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-550 COUNTY ALLOTTMENT - LIBRARY	.00	35,200.00	35,200.00	.00	100.0
10-33-560 CLASS "C" ROAD FUNDS	12,679.16	72,948.23	72,000.00	( 948.23)	101.3
10-33-700 AIRPORT GRANT REVENUE	.00	416,699.68	416,699.68	.00	100.0
10-33-701 LIBRARY GRANT REVENUE	.00	5,400.00	6,438.00	1,038.00	83.9
10-33-702 LIBRARY SMALL GRANT REVENUE	.00	.00	5,000.00	5,000.00	.0
TOTAL INTERGOVERNMENTAL REVENUE	12,679.16	530,247.91	535,337.68	5,089.77	99.1

CITY OF MILFORD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
10-34-600 CITY RECREATION-MENS SOFTBALL	25.00	25.00	1,000.00	975.00	2.5
10-34-601 CITY RECREATION-COED SOFTBALL	.00	1,195.00	1,400.00	205.00	85.4
10-34-603 CITY RECREATION-SUMMER YOUTH	1,125.00	2,925.00	3,000.00	75.00	97.5
10-34-605 CITY RECREATION - FLAG FOOTBAL	.00	725.00	850.00	125.00	85.3
10-34-606 CITY RECREATION- FULL FOOTBALL	.00	3,456.38	3,500.00	43.62	98.8
10-34-607 CITY RECREATION-BABE RUTH	405.00	1,689.00	2,000.00	311.00	84.5
10-34-608 CITY RECREATION - VOLLEYBALL	.00	1,130.00	750.00	( 380.00)	150.7
10-34-609 CITY RECREATION - WRESTLING	.00	1,435.00	1,435.00	.00	100.0
10-34-610 CITY RECREATION-BOY BASKETBALL	.00	3,470.00	3,470.00	.00	100.0
10-34-630 CITY RECREATION - CAL RIPKEN	830.00	4,786.00	5,500.00	714.00	87.0
10-34-640 CITY RECREATION-GIRL BASKETBAL	.00	2,245.00	2,200.00	( 45.00)	102.1
10-34-650 CITY RECREATION - TRACK/FIELD	.00	700.00	1,000.00	300.00	70.0
10-34-720 GOLF FEES	700.00	2,525.00	3,000.00	475.00	84.2
10-34-730 SWIM FEES	2,813.00	6,750.00	10,000.00	3,250.00	67.5
10-34-732 SWIM POOL - COUNTY M&O	.00	104,203.00	104,203.00	.00	100.0
10-34-760 JULY 4TH REVENUE	1,222.00	16,113.76	18,000.00	1,886.24	89.5
10-34-770 CHRISTMAS LIGHT PROJECT	300.00	1,495.00	2,500.00	1,005.00	59.8
10-34-810 SALE OF CEMETERY LOTS	.00	2,560.00	3,000.00	440.00	85.3
10-34-820 PERPETUAL CARE	60.00	720.00	1,000.00	280.00	72.0
10-34-830 CEMETERY OPENING AND CLOSING	200.00	2,000.00	2,500.00	500.00	80.0
10-34-840 COLLECTION COSTS - GARBAGE	6,988.60	76,926.97	85,000.00	8,073.03	90.5
10-34-900 AIRPORT COUNTY DONATION	.00	1,000.00	1,000.00	.00	100.0
10-34-910 AIRPORT FUEL SALES	5,353.05	59,254.72	60,000.00	745.28	98.8
10-34-920 HANGER AND TIE DOWN	660.00	6,860.00	6,000.00	( 860.00)	114.3
<b>TOTAL CHARGES FOR SERVICES</b>	<b>20,681.65</b>	<b>304,189.83</b>	<b>322,308.00</b>	<b>18,118.17</b>	<b>94.4</b>
<u>MISCELLANEOUS REVENUE</u>					
10-36-300 BUILDING RENTALS AND LEASES	475.00	39,134.91	40,000.00	865.09	97.8
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>475.00</b>	<b>39,134.91</b>	<b>40,000.00</b>	<b>865.09</b>	<b>97.8</b>
<u>INTEREST/OTHER</u>					
10-38-100 INTEREST EARNINGS/GENERAL FUND	432.75	3,554.90	2,500.00	( 1,054.90)	142.2
10-38-400 LIBRARY FINES AND FEES	.00	1,063.01	1,000.00	( 63.01)	106.3
10-38-500 SUMMER READING DONATIONS	345.00	720.00	600.00	( 120.00)	120.0
10-38-900 MISCELLANEOUS REVENUE	528.24	267,351.14	265,000.00	( 2,351.14)	100.9
<b>TOTAL INTEREST/OTHER</b>	<b>1,305.99</b>	<b>272,689.05</b>	<b>269,100.00</b>	<b>( 3,589.05)</b>	<b>101.3</b>
<b>TOTAL FUND REVENUE</b>	<b>80,711.17</b>	<b>1,778,581.30</b>	<b>1,851,084.68</b>	<b>72,503.38</b>	<b>96.1</b>

CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEGISLATIVE</u>					
10-41-110 SALARIES - MAYOR AND COUNCIL	2,000.00	22,000.00	24,000.00	2,000.00	91.7
10-41-130 BENEFITS - MAYOR AND COUNCIL	227.20	2,513.20	3,000.00	486.80	83.8
TOTAL LEGISLATIVE	2,227.20	24,513.20	27,000.00	2,486.80	90.8
<u>ADMINISTRATIVE</u>					
10-43-110 SALARIES & WAGES - ADMIN/TREAS	3,283.20	39,725.33	42,686.02	2,960.69	93.1
10-43-111 SALARIES & WAGES - ADMIN ASST	1,205.64	15,256.67	15,912.00	655.33	95.9
10-43-130 BENEFITS - ADMINISTRATOR/TREAS	2,789.38	31,670.54	35,131.34	3,460.80	90.2
10-43-131 BENEFITS - ADMIN ASST	109.24	1,391.97	1,600.00	208.03	87.0
10-43-210 DUES, SUBSCRIPTIONS & DONATION	.00	1,488.40	1,500.00	11.60	99.2
10-43-215 DOT DRUG PROGRAM	.00	225.00	350.00	125.00	64.3
10-43-220 NOTICES AND PUBLICATIONS	62.96	855.60	1,500.00	644.40	57.0
10-43-230 TRAVEL AND CONFERENCES	123.78	3,851.36	6,000.00	2,148.64	64.2
10-43-240 OFFICE SUPPLIES AND EXPENSE	1,269.04	13,126.73	13,000.00	( 126.73)	101.0
10-43-241 PROGRAMING AND EQUIPMENT	952.35	21,296.40	25,727.93	4,431.53	82.8
10-43-243 TREE BOARD EXPENSE	328.91	568.83	1,000.00	431.17	56.9
10-43-244 ECONOMIC DEVELOPMENT	.00	10,000.00	10,000.00	.00	100.0
10-43-270 UTILITIES - OFFICE	350.25	6,306.46	9,500.00	3,193.54	66.4
10-43-272 UTILITIES - TELEVISION	.00	242.30	330.00	87.70	73.4
10-43-280 TELEPHONE - OFFICE	312.20	3,397.24	5,000.00	1,602.76	67.9
10-43-290 LEASE PAYMENT 405 SOUTH MAIN	900.00	9,900.00	12,000.00	2,100.00	82.5
10-43-510 INSURANCE AND BONDS	2,247.00	43,990.01	42,000.00	( 1,990.01)	104.7
10-43-610 MISCELLANEOUS - GENERAL FUND	11.23	258,258.73	260,000.00	1,741.27	99.3
10-43-920 TRANSFER TO DEBT SERVICE FUND	.00	.00	20,000.00	20,000.00	.0
TOTAL ADMINISTRATIVE	13,945.18	461,551.57	503,237.29	41,685.72	91.7
<u>NON-DEPARTMENTAL</u>					
10-50-310 AUDIT SERVICES	.00	11,062.50	11,500.00	437.50	96.2
10-50-320 ATTORNEY RETAINER	500.00	5,000.00	6,000.00	1,000.00	83.3
10-50-321 LEGAL FEES	.00	1,787.50	2,000.00	212.50	89.4
10-50-340 FIRE CONTROL CONTRIBUTION	.00	1,800.00	1,800.00	.00	100.0
10-50-350 BUILDING INSPECTIONS	.00	6,728.10	8,000.00	1,271.90	84.1
10-50-360 SMALL CLAIMS FEES	27.50	170.00	170.00	.00	100.0
10-50-380 SHERIFF'S CONTRACT	.00	135,982.92	135,982.92	.00	100.0
10-50-390 ANIMAL CONTROL CONTRIBUTION	.00	10,116.42	11,050.00	933.58	91.6
TOTAL NON-DEPARTMENTAL	527.50	172,647.44	176,502.92	3,855.48	97.8



CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENTAL BUILDINGS</u>					
10-51-270 UTILITIES - SENIOR CITIZEN CEN	300.61	4,065.37	4,500.00	434.63	90.3
10-51-480 REPAIRS AND MAIN - BUILDINGS	3,377.38	7,553.30	10,000.00	2,446.70	75.5
10-51-481 BUILDINGS - SENIOR CITIZEN CEN	.00	161.07	1,200.00	1,038.93	13.4
TOTAL GENERAL GOVERNMENTAL BUILDINGS	3,677.99	11,779.74	15,700.00	3,920.26	75.0
<u>STREETS DEPARTMENT</u>					
10-61-110 SALARIES & WAGES-CROSSING GDS	1,256.64	10,936.62	10,600.00	( 336.62)	103.2
10-61-130 BENEFITS - CROSSING GUARDS	142.74	1,248.18	1,200.00	( 48.18)	104.0
10-61-230 FUEL - STREETS	213.80	3,569.86	6,500.00	2,930.14	54.9
10-61-480 STREETS - OIL AND CHIPS	.00	57,000.00	57,000.00	.00	100.0
10-61-481 STREETS - MAINTENANCE	193.21	16,009.59	17,000.00	990.41	94.2
10-61-482 STREETS - EQUIPMENT	1,174.20	10,481.67	11,500.00	1,018.33	91.1
10-61-483 STREETS - LIGHTS	2,207.81	22,166.06	27,000.00	4,833.94	82.1
10-61-740 CAPITAL OUTLAY - EQUIPMENT	.00	19,470.33	20,000.00	529.67	97.4
TOTAL STREETS DEPARTMENT	5,188.40	140,882.31	150,800.00	9,917.69	93.4
<u>PARKS</u>					
10-70-110 SALARIES & WAGES - PARKS	638.40	7,742.01	8,299.20	557.19	93.3
10-70-111 SALARIES & WAGES - PART TIME	202.50	6,930.00	13,000.00	6,070.00	53.3
10-70-130 BENEFITS - PARKS REG	646.50	7,117.31	7,735.39	618.08	92.0
10-70-131 BENEFITS - PARKS	.00	683.41	1,300.00	616.59	52.6
10-70-250 EQUIPMENT SUPPLIES & MAIN.	1,580.20	4,344.59	5,000.00	655.41	86.9
10-70-260 PARKS MAINTENANCE	124.35	2,194.18	2,500.00	305.82	87.8
10-70-610 CABOOSE PARK EXPENDITURES	12.08	388.62	500.00	111.38	77.7
10-70-620 RECREATION COMPLEX EXPENSE	364.45	3,872.61	5,000.00	1,127.39	77.5
10-70-630 CEMETERY MAINTENANCE	165.00	1,322.35	4,000.00	2,677.65	33.1
10-70-640 PAVILION EXPENSE	10.97	123.95	250.00	126.05	49.6
10-70-650 VETERAN'S PARK EXPENDITURES	11.21	1,049.16	1,500.00	450.84	69.9
10-70-660 MILFORD LIONS CONTRIBUTION	.00	3,000.00	3,000.00	.00	100.0
TOTAL PARKS	3,755.66	38,768.19	52,084.59	13,316.40	74.4
<u>GARBAGE COLLECTION</u>					
10-71-420 GARBAGE - DUMPSTER FEES	239.74	2,732.62	3,500.00	767.38	78.1
10-71-430 GARBAGE - COLLECTION FEES	.00	60,742.19	84,000.00	23,257.81	72.3
TOTAL GARBAGE COLLECTION	239.74	63,474.81	87,500.00	24,025.19	72.5

CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>RECREATION</u>					
10-72-110 SALARIES & WAGES-RECREATION	91.00	1,001.00	1,092.00	91.00	91.7
10-72-130 BENEFITS - RECREATION	10.33	114.26	150.00	35.74	76.2
10-72-250 CITY RECREATION-MENS SOFTBALL	.00	1,094.00	1,100.00	6.00	99.5
10-72-251 CITY RECREATION-COED SOFTBALL	.00	1,371.91	1,400.00	28.09	98.0
10-72-253 CITY RECREATION - SUMMER YOUTH	.00	250.00	2,500.00	2,250.00	10.0
10-72-255 CITY RECREATION-FLAG FOOTBALL	.00	777.00	800.00	23.00	97.1
10-72-256 CITY RECREATION-FOOTBALL FULL	.00	3,464.70	3,500.00	35.30	99.0
10-72-257 CITY RECREATION-BABE RUTH	1,520.17	2,431.97	2,000.00	431.97	121.6
10-72-258 CITY RECREATION-VOLLEYBALL	.00	707.56	750.00	42.44	94.3
10-72-259 CITY RECREATION-WRESTLING	.00	1,857.00	2,000.00	143.00	92.9
10-72-260 CITY RECREATION-BOY BASKETBALL	.00	3,415.00	3,500.00	85.00	97.6
10-72-262 CITY RECREATION - CAL RIPKEN	2,572.27	5,876.91	5,500.00	376.91	106.9
10-72-263 CITY RECREATION-GIRL BASKETBAL	127.75	527.75	1,500.00	972.25	35.2
10-72-264 CITY RECREATION-TRACK/FIELD	.00	252.00	700.00	448.00	36.0
10-72-270 UTILITIES - BALL PARK	.00	.00	2,000.00	2,000.00	.0
10-72-540 CHRISTMAS LIGHT PROJECT	.00	638.35	750.00	111.65	85.1
10-72-550 JULY 4TH EXPENSE	5,300.00	9,539.76	21,000.00	11,460.24	45.4
10-72-560 CONCESSION EXPENSE	.00	527.74	550.00	22.26	96.0
10-72-610 MISCELLANEOUS EXPENSE-REC.	.00	2,673.82	2,700.00	26.18	99.0
TOTAL RECREATION	9,621.52	36,520.73	53,492.00	16,971.27	68.3

GOLF FUND

10-73-110 SALARIES & WAGES- GOLF COURSE	1,000.00	7,135.78	8,000.00	864.22	89.2
10-73-130 BENEFITS - GOLF COURSE	113.60	816.77	800.00	16.77	102.1
10-73-250 REPAIRS AND MAINTENANCE	288.13	2,973.73	5,000.00	2,026.27	59.5
10-73-270 UTILITIES - GOLF COURSE	60.46	1,478.54	3,200.00	1,721.46	46.2
10-73-480 EQUIPMENT & SUPPLIES	81.13	262.73	500.00	237.27	52.6
10-73-740 CAPITAL OUTLAY-GOLF COURSE	813.54	8,948.94	9,762.48	813.54	91.7
TOTAL GOLF FUND	2,356.86	21,616.49	27,262.48	5,645.99	79.3

SWIMMING POOL

10-74-110 SALARIES & WAGES-MANAGER	328.19	2,776.03	5,000.00	2,223.97	55.5
10-74-111 SALARIES & WAGES - LIFEGUARDS	841.00	13,175.13	26,000.00	12,824.87	50.7
10-74-130 BENEFITS-MANAGER	37.29	317.80	800.00	482.20	39.7
10-74-131 BENEFITS - LIFEGUARDS	95.55	1,509.00	2,250.00	741.00	67.1
10-74-250 EQUIPMENT SUPPLIES & MAIN.	1,592.49	5,294.48	8,000.00	2,705.52	66.2
10-74-270 UTILITIES - SWIMMING POOL	442.55	8,042.99	10,000.00	1,957.01	80.4
10-74-280 TELEPHONE - SWIMMING POOL	.00	113.22	300.00	186.78	37.7
10-74-610 MISCELLANEOUS EXPENSE-SWIMMING	.00	337.11	2,000.00	1,662.89	16.9
10-74-740 CAPITAL OUTLAY - SWIMMING POOL	11,761.00	15,414.23	49,853.00	34,438.77	30.9
TOTAL SWIMMING POOL	15,098.07	46,979.99	104,203.00	57,223.01	45.1

CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
10-75-110 SALARIES & WAGES - LIBRARIAN	875.16	15,325.76	19,094.40	3,768.64	80.3
10-75-111 SALARIES & WAGES - PART TIME	1,048.95	15,480.30	14,200.00	( 1,280.30)	109.0
10-75-130 BENEFITS - LIBRARIAN	99.42	1,759.75	1,900.00	140.25	92.6
10-75-131 BENEFITS - PART TIME	119.14	1,759.64	1,500.00	( 259.64)	117.3
10-75-230 TRAVEL & CONFERENCES-LIBRARY	.00	319.35	400.00	80.65	79.8
10-75-250 EQUIPMENT SUPPLIES & MAIN.	132.56	1,213.73	1,200.00	( 13.73)	101.1
10-75-251 OFFICE SUPPLIES - LIBRARY	.00	808.47	900.00	91.53	89.8
10-75-252 BOOK PURCHASE - LIBRARY	.00	3,000.00	3,000.00	.00	100.0
10-75-253 LIBRARY EXPENSE FROM TREASURY	.00	4,995.99	5,000.00	4.01	99.9
10-75-254 SUMMER READING EXPENSE	.00	396.60	600.00	203.40	66.1
10-75-270 UTILITIES - LIBRARY	241.65	3,743.42	4,700.00	956.58	79.7
10-75-280 TELEPHONE - LIBRARY	117.71	1,294.81	1,200.00	( 94.81)	107.9
10-75-290 UTILITIES- INTERNET	95.25	1,047.75	1,140.00	92.25	91.9
10-75-470 LIBRARY GRANT- CLEF	631.81	6,397.29	6,438.00	40.71	99.4
10-75-480 LIBRARY GRANT EXPENDITURES	139.68	4,779.08	5,000.00	220.92	95.6
10-75-610 MISCELLANEOUS - LIBRARY	81.96	593.22	600.00	6.78	98.9
10-75-740 CAPITAL OUTLAY - EQUIPMENT	.00	2,730.61	10,050.00	7,319.39	27.2
10-75-910 TRANSFER TO MBA FUND	.00	.00	10,000.00	10,000.00	.0
<b>TOTAL LIBRARY</b>	<b>3,583.29</b>	<b>65,645.77</b>	<b>86,922.40</b>	<b>21,276.63</b>	<b>75.5</b>
<u>AIRPORT</u>					
10-76-111 SALARIES & WAGES - PART TIME	600.00	6,054.15	7,200.00	1,145.85	84.1
10-76-131 BENEFITS - PART TIME	107.82	1,091.59	1,200.00	108.41	91.0
10-76-230 TRAVEL AND CONFERENCES	.00	235.84	500.00	264.16	47.2
10-76-250 REPAIRS AND MAINTENANCE	428.50	8,885.56	10,000.00	1,114.44	88.9
10-76-260 OFFICE & RUNWAY IMPROVEMENTS	.00	436,574.78	437,000.00	425.22	99.9
10-76-270 UTILITIES - AIRPORT	265.47	2,414.67	2,500.00	85.33	96.6
10-76-280 TELEPHONE - AIRPORT	113.21	1,169.66	1,800.00	630.34	65.0
10-76-290 CREDIT CARD PROCESSING FEE	179.12	2,431.65	3,000.00	568.35	81.1
10-76-481 FUEL PURCHASE - JET A	.00	19,749.10	30,000.00	10,250.90	65.8
10-76-482 FUEL PURCHASE - 100 LL	.00	22,497.21	50,000.00	27,502.79	45.0
10-76-610 MISCELLANEOUS - AIRPORT	177.92	1,569.65	3,000.00	1,430.35	52.3
<b>TOTAL AIRPORT</b>	<b>1,872.04</b>	<b>502,673.86</b>	<b>546,200.00</b>	<b>43,526.14</b>	<b>92.0</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>62,093.45</b>	<b>1,587,054.10</b>	<b>1,830,904.68</b>	<b>243,850.58</b>	<b>86.7</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>18,617.72</b>	<b>191,527.20</b>	<b>20,180.00</b>	<b>( 171,347.20)</b>	<b>949.1</b>

CITY OF MILFORD  
BALANCE SHEET  
MAY 31, 2016

DEBT SERVICE FUND

ASSETS

30-11900	CASH - COMBINED FUND	(	22,518.00)	
30-12120	ST. TREAS CIB LIBRARY		22,518.00	
30-14150	PROPERTY HELD FOR SALE		97,249.66	
	TOTAL ASSETS			97,249.66

LIABILITIES AND EQUITY

LIABILITIES

30-23100	DUE FROM OTHER FUNDS		246,293.02	
	TOTAL LIABILITIES			246,293.02

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:			
30-29610	FUND BALANCE-RESERVED-SID		68,076.46	
30-29800	BEGINNING OF YEAR	(	217,119.82)	
	REVENUE OVER EXPENDITURES - YTD			
	BALANCE - CURRENT DATE	(	149,043.36)	
	TOTAL FUND EQUITY			( 149,043.36)
	TOTAL LIABILITIES AND EQUITY			97,249.66

## CITY OF MILFORD

## BALANCE SHEET

MAY 31, 2016

## WATER FUND

ASSETS

51-11900	CASH - COMBINED FUND	127,275.54	
51-12100	ST TREAS-DESIGNATED-WATER	52,674.35	
51-12120	ST TREAS-RESTRICTED-BOND S3054	60,805.92	
51-12140	ST TREAS-RESTRICTED-MAIN 5030	39,000.00	
51-12170	ST TREAS-RESTRICTED-MAIN S3024	94,444.14	
51-13110	ACCOUNTS RECEIVABLE	27,431.69	
51-13900	DUE FROM OTHER FUNDS	126,730.82	
51-14200	DEFERRED OUTFLOW OF RESOURCES	7,467.29	
51-15100	NET PENSION ASSET	111.08	
51-16210	BUILDINGS	4,292.50	
51-16310	WATER DISTRIBUTION SYSTEM	2,455,341.01	
51-16510	MACHINERY AND EQUIPMENT	58,633.51	
51-16610	AUTOMOBILES AND TRUCKS	59,270.72	
51-17500	ACCUMULATED DEPRECIATION	( 1,666,082.41)	
TOTAL ASSETS			1,447,396.16

LIABILITIES AND EQUITYLIABILITIES

51-21310	ACCOUNTS PAYABLE	33.32	
51-21320	DEPOSITS PAYABLE	15,483.00	
51-21330	ACCRUED EMPLOYEE BENEFITS	17,384.76	
51-21400	DEFERRED REVENUE	9,000.00	
51-25200	LOAN PAYABLE 35024	321,000.00	
51-25500	WATER FUND INTEREST PAYABLE	5,558.70	
51-25700	NET PENSION LIABILITY	31,033.86	
TOTAL LIABILITIES			399,493.64

FUND EQUITY

51-26110	DEFERRED INFLOW OF RESOURCES	4,136.22	
UNAPPROPRIATED FUND BALANCE:			
51-29110	RETAINED EARNINGS-RESERVED	61,139.44	
51-29800	RETAINED EARNINGS-WATER FUND	629,470.51	
51-29900	RETAINED EARNINGS-DESIGNATED	202,500.06	
	REVENUE OVER EXPENDITURES - YTD	150,656.29	
BALANCE - CURRENT DATE		1,043,766.30	
TOTAL FUND EQUITY			1,047,902.52
TOTAL LIABILITIES AND EQUITY			1,447,396.16

CITY OF MILFORD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2016

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
51-37-100 WATER SALES	32,197.93	443,474.74	356,000.00	( 87,474.74)	124.6
51-37-200 WATER CONNECTION FEES	131.06	206.38	1,000.00	793.62	20.6
51-37-201 IMPACT FEES	1,276.35	2,552.70	2,500.00	( 52.70)	102.1
51-37-300 PENALTIES & FORFEITURES	133.53	2,533.20	3,500.00	966.80	72.4
51-37-600 INTEREST - WATER FUND	47.35	279.89	200.00	( 79.89)	140.0
TOTAL OPERATING REVENUE	33,786.22	449,046.91	363,200.00	( 85,846.91)	123.6
<u>INTEREST - OTHER</u>					
51-38-900 MISCELLANEOUS REVENUE	.00	21,696.25	2,000.00	( 19,696.25)	1084.8
TOTAL INTEREST - OTHER	.00	21,696.25	2,000.00	( 19,696.25)	1084.8
TOTAL FUND REVENUE	33,786.22	470,743.16	365,200.00	( 105,543.16)	128.9

CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2016

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
51-40-110 SALARIES & WAGES - FOREMAN	3,918.40	47,345.65	50,929.64	3,583.99	93.0
51-40-111 SALARIES & WAGES-OPERATOR A&B	2,553.60	29,928.05	33,196.80	3,268.75	90.2
51-40-112 SALARIES & WAGES-UTILITY CLERK	1,440.80	17,453.07	18,731.58	1,278.51	93.2
51-40-130 BENEFITS - FOREMAN	3,029.98	34,459.46	37,753.14	3,293.68	91.3
51-40-131 BENEFITS - OPERATOR A & B	2,503.26	28,074.03	30,941.54	2,867.51	90.7
51-40-134 BENEFITS - UTILITY CLERK	1,332.91	15,125.98	16,608.89	1,482.91	91.1
51-40-230 WATER FUEL	213.16	3,559.20	6,000.00	2,440.80	59.3
51-40-250 EQUIPMENT SUPPLIES & MAIN.	1,612.95	32,071.14	32,000.00	( 71.14)	100.2
51-40-270 UTILITIES - CULINARY	1,984.43	34,138.87	40,000.00	5,861.13	85.4
51-40-271 UTILITIES-PRESSURE PUMP	947.46	8,184.83	8,200.00	15.17	99.8
51-40-273 UTILITIES-IRRIGATION	125.78	5,291.21	6,000.00	708.79	88.2
51-40-280 TELEPHONE - WATER	102.62	1,091.86	1,200.00	108.14	91.0
51-40-310 PROFESSIONAL/TECHNICAL SERVICE	40.00	1,337.00	2,000.00	663.00	66.9
51-40-311 LEGAL AND AUDIT SERVICES	.00	3,843.75	4,000.00	156.25	96.1
51-40-481 METER SUPPLIES AND MAINTENANCE	426.00	2,500.48	3,000.00	499.52	83.4
51-40-510 TRAVEL AND CONFERENCE	.00	1,000.00	1,000.00	.00	100.0
51-40-610 MISCELLANEOUS EXPENSE	20.25	932.29	1,500.00	567.71	62.2
51-40-630 WATER MASTER PLAN	.00	42,500.00	42,500.00	.00	100.0
51-40-650 DEPRECIATION	.00	.00	50,000.00	50,000.00	.0
51-40-812 BOND RL 5030 INTEREST	.00	390.00	390.00	.00	100.0
51-40-813 BOND 3S024 INTEREST	.00	10,860.00	10,860.00	.00	100.0
51-40-920 TRANSFER TO DEBT SERVICE FUND	.00	.00	39,000.00	39,000.00	.0
<b>TOTAL EXPENDITURES</b>	<b>20,251.60</b>	<b>320,086.87</b>	<b>435,811.59</b>	<b>115,724.72</b>	<b>73.5</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>20,251.60</b>	<b>320,086.87</b>	<b>435,811.59</b>	<b>115,724.72</b>	<b>73.5</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>13,534.62</b>	<b>150,656.29</b>	<b>( 70,611.59)</b>	<b>( 221,267.88)</b>	<b>213.4</b>

CITY OF MILFORD  
BALANCE SHEET  
MAY 31, 2016

SEWER FUND

ASSETS

52-11900	CASH - COMBINED FUND	84,140.22	
52-12110	ST. TREAS-DESIGNATED SEWER	95,991.86	
52-12150	ST. TREAS-RESTRICTED MAIN 808	65,000.00	
52-12160	ST. TREAS-RESTRICTED BOND 808	694.76	
52-13110	ACCOUNTS RECEIVABLE	26,512.75	
52-13900	DUE FROM OTHER FUNDS	119,562.20	
52-14200	DEFERRED OUTFLOW OF RESOURCES	7,464.63	
52-15100	NET PENSION ASSET	111.04	
52-16110	LAND	29,536.50	
52-16210	BUILDINGS	4,643.20	
52-16310	SEWER SYSTEM	2,132,234.26	
52-16510	MACHINERY AND EQUIPMENT	125,761.11	
52-16610	AUTOMOBILES AND TRUCKS	54,520.72	
52-17500	ACCUMULATED DEPRECIATION	( 1,559,465.85)	
TOTAL ASSETS			1,186,707.40

LIABILITIES AND EQUITY

LIABILITIES

52-21330	ACCRUED EMPLOYEE BENEFITS	15,985.91	
52-21400	DEFERRED REVENUE	9,000.00	
52-25700	NET PENSION LIABILITY	31,022.82	
TOTAL LIABILITIES			56,008.73

FUND EQUITY

52-26110	DEFERRED INFLOW OF RESOURCES	4,134.75	
UNAPPROPRIATED FUND BALANCE:			
52-29110	RETAINED EARNINGS-RESERVED	71,714.23	
52-29800	RETAINED EARNINGS-SEWER FUND	861,507.25	
52-29900	RETAINED EARNINGS-DESIGNATED	128,880.31	
	REVENUE OVER EXPENDITURES - YTD	64,462.13	
BALANCE - CURRENT DATE		1,126,563.92	
TOTAL FUND EQUITY			1,130,698.67
TOTAL LIABILITIES AND EQUITY			1,186,707.40



CITY OF MILFORD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2016

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
52-37-100 SEWER FEES	22,100.46	244,325.86	260,000.00	15,674.14	94.0
52-37-201 IMPACT FEES	854.49	1,708.98	2,500.00	791.02	68.4
52-37-600 INTEREST - SEWER FUND	86.29	611.55	1,000.00	388.45	61.2
TOTAL OPERATING REVENUE	23,041.24	246,646.39	263,500.00	16,853.61	93.6
<u>INTEREST - OTHER</u>					
52-38-900 MISCELLANEOUS REVENUE	.00	50.00	.00	( 50.00)	.0
TOTAL INTEREST - OTHER	.00	50.00	.00	( 50.00)	.0
TOTAL FUND REVENUE	23,041.24	246,696.39	263,500.00	16,803.61	93.6

CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2016

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
52-40-110 SALARIES & WAGES - LEADMAN	3,712.00	44,868.85	48,261.76	3,392.91	93.0
52-40-111 SALARIES & WAGES-OPERATOR A&B	1,915.20	23,226.04	24,897.60	1,671.56	93.3
52-40-114 SALARIES & WAGES-UTILITY CLERK	1,440.80	17,453.06	18,731.58	1,278.52	93.2
52-40-130 BENEFITS - OPERATOR A & B	1,877.43	21,258.82	23,206.15	1,947.33	91.6
52-40-131 BENEFITS - LEADMAN	2,964.04	33,701.11	36,904.65	3,203.54	91.3
52-40-134 BENEFITS - UTILITY CLERK	1,332.85	15,125.33	16,608.89	1,483.56	91.1
52-40-230 FUEL - SEWER	213.16	3,559.20	5,000.00	1,440.80	71.2
52-40-250 EQUIPMENT SUPPLIES & MAIN	399.60	4,358.53	7,000.00	2,641.47	62.3
52-40-270 UTILITIES-ELECTRICAL & GAS	467.75	7,712.22	7,500.00	( 212.22)	102.8
52-40-280 TELEPHONE - SEWER	30.85	302.25	600.00	297.75	50.4
52-40-310 LEGAL AND AUDIT SERVICES	.00	3,843.75	4,000.00	156.25	96.1
52-40-510 TRAVEL AND CONFERENCE	.00	724.60	1,000.00	275.40	72.5
52-40-610 MISCELLANEOUS EXPENSES	20.25	6,100.50	6,100.00	( .50)	100.0
52-40-650 DEPRECIATION	.00	.00	60,000.00	60,000.00	.0
52-40-920 TRANSFER TO DEBT SERVICE FUND	.00	.00	65,000.00	65,000.00	.0
TOTAL EXPENDITURES	14,373.93	182,234.26	324,810.63	142,576.37	56.1
TOTAL FUND EXPENDITURES	14,373.93	182,234.26	324,810.63	142,576.37	56.1
NET REVENUE OVER EXPENDITURES	8,667.31	64,462.13	( 61,310.63)	( 125,772.76)	105.1

CITY OF MILFORD  
BALANCE SHEET  
MAY 31, 2016

MUNICIPAL BUILDING AUTHORITY

ASSETS

54-11900	CASH - COMBINED FUND	(	8,340.00)	
54-12100	ST TREAS-RESTRICTED BOND		834.00	
54-12110	ST TREAS CIB LIBRARY	(	2,494.00)	
				<hr/>
TOTAL ASSETS				( 10,000.00)
				<hr/>

LIABILITIES AND EQUITY

LIABILITIES

54-25100	BONDS PAYABLE	(	10,000.00)	
				<hr/>
TOTAL LIABILITIES				( 10,000.00)
				<hr/>
TOTAL LIABILITIES AND EQUITY				( 10,000.00)
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CITY OF MILFORD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 11 MONTHS ENDING MAY 31, 2016

FUND 55

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
55-37-100 TRANSFER FROM GENERAL FUND	.00	.00	20,000.00	20,000.00	.0
55-37-200 TRANSFER FROM WATER FUND	.00	.00	39,000.00	39,000.00	.0
55-37-300 TRANSFER FROM SEWER FUND	.00	.00	65,000.00	65,000.00	.0
TOTAL SOURCE 37	.00	.00	124,000.00	124,000.00	.0
TOTAL FUND REVENUE	.00	.00	124,000.00	124,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	124,000.00	124,000.00	.0

CITY OF MILFORD  
BALANCE SHEET  
MAY 31, 2016

GENERAL FIXED ASSETS

ASSETS

91-16110	LAND	260,210.36	
91-16210	BUILDINGS	802,160.31	
91-16310	IMPROVEMENTS OTHER THAN BLDGS	2,756,133.93	
91-16410	OFFICE FURNITURE AND EQUIPMENT	67,948.26	
91-16510	MACHINERY AND EQUIPMENT	357,436.93	
91-16610	AUTOMOBILES AND TRUCKS	54,129.00	
91-16710	CAPITAL ASSET - INFRASTRUCTURE	369,412.64	
91-16810	WIP	85,600.00	
	TOTAL ASSETS		4,753,031.43

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
91-29800	BEGINNING OF YEAR	652,156.02	
91-29850	ADDITIONS - CURRENT YEAR	4,100,875.41	
	REVENUE OVER EXPENDITURES - YTD		
	BALANCE - CURRENT DATE	4,753,031.43	
	TOTAL FUND EQUITY		4,753,031.43
	TOTAL LIABILITIES AND EQUITY		4,753,031.43

CITY OF MILFORD  
BALANCE SHEET  
MAY 31, 2016

GENERAL LONG TERM DEBT

ASSETS

95-18100 AMT PROVIDED-GENERAL LT DEBT

315,449.30

TOTAL ASSETS

315,449.30

LIABILITIES AND EQUITY

LIABILITIES

95-21500 ACCRUED EMPLOYEE BENEFITS

12,452.84

95-21700 FAIRWAY MOWER LEASE

9,503.14

95-25102 BONDS PAYABLE -CIB LIBRARY

260,000.00

95-25700 NET PENSION LIABILITY

33,493.32

TOTAL LIABILITIES

315,449.30

TOTAL LIABILITIES AND EQUITY

315,449.30

# Milford Municipal Airport

## Monthly Fuel Analysis

### Month May 2016

Date	100 LL	Gallons Sold & Test	Jet A	Gallons Sold & Test	Tie Down	After Hours Fee	Oil	Misc.	Processing Fee	Total
5/1/2016		0		0						\$0.00
5/2/2016		0		0						\$0.00
5/3/2016	\$86.85	17.03		0					\$2.82	\$84.03
5/4/2016	\$123.22	24.16		0					\$4.00	\$119.22
5/5/2016		0		0						\$0.00
5/6/2016		0	\$117.80	31					\$3.83	\$113.97
5/7/2016	\$96.85	18.99		0					\$3.15	\$93.70
5/8/2016		0		0						\$0.00
5/9/2016		0		0						\$0.00
5/10/2016		0		0						\$0.00
5/11/2016		0	\$2.81	0.74					\$0.09	\$2.72
5/12/2016		0	\$1,046.90	275.5					\$34.02	\$1,012.88
5/13/2016	\$5.10	1	\$342.84	90.22					\$11.31	\$336.63
5/14/2016		0	\$732.87	192.86					\$23.81	\$709.06
5/15/2016	\$232.41	45.57		0					\$7.55	\$224.86
5/16/2016		0		0						\$0.00
5/17/2016	\$65.89	12.92		0					\$2.14	\$63.75
5/18/2016	\$128.57	25.21		0					\$4.18	\$124.39
5/19/2016		0		0						\$0.00
5/20/2016	\$414.58	81.29		0					\$13.47	\$401.11
5/21/2016		0		0						\$0.00
5/22/2016		0		0						\$0.00
5/23/2016	\$338.08	66.29		0					\$10.99	\$327.09
5/24/2016	\$40.85	8.01		0					\$1.43	\$39.42
5/25/2016	\$170.90	33.51	\$500.76	131.78					\$23.16	\$648.50
5/26/2016	\$100.32	19.67	\$653.41	171.95					\$23.16	\$730.57
5/27/2016		0	\$152.04	40.01						\$152.04
5/28/2016		0		0						\$0.00
5/29/2016		0		0						\$0.00
5/30/2016		0		0						\$0.00
5/31/2016		0		0						\$0.00
	\$1,803.62	353.65	\$3,549.43	934.06	\$0.00	\$0.00	\$0.00	\$0.00	\$169.11	\$5,183.94

### Balance of Funds for Fuel Purchase

Fuel Purchases		
Amount	Gallons	Type
		Jet A
		100 LL

Accumulated Credit Card Balance			
Month Total			
Month Balance	Payments	Description	Balance
\$5,353.05			-\$2,163.34
	\$5,509.15	CC Rem	\$3,189.71
	\$0.00	Cash	-\$2,319.44

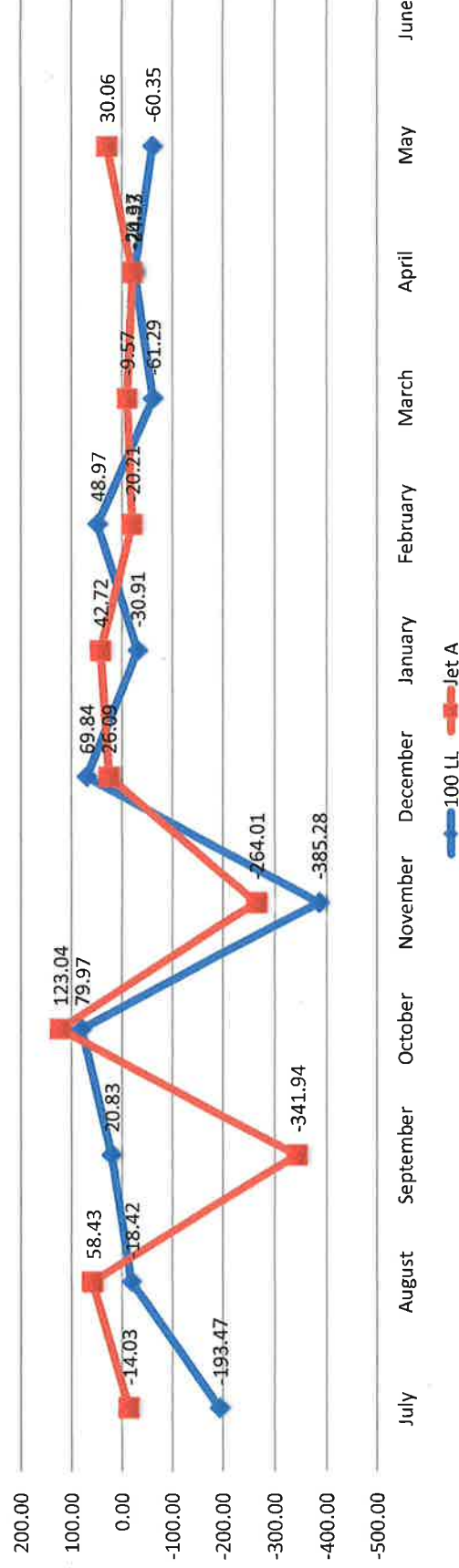
### Inventory of Fuel

	Beginning Reading	Gallons Purchased For Month	Gallons Sold For Month	Actual Ending Reading	Ending Reading	Pump Loss	Cost Per Gallon	Total Inventory
100 LL	2479.00	0.00	353.65	2125.35	2065.00	-60.35	\$4.40	\$9,086.00
Jet A	3631.00	0.00	934.06	2696.94	2727.00	30.06	\$2.51	\$6,844.77
Total	6110.00	0.00	1287.71	4822.29	4792.00	-30.29		\$15,930.77

# Milford Municipal Airport Fuel Loss/Gain 2015-2016

	July	August	September	October	November	December	January	February	March	April	May	June
100 LL	-193.47	-18.42	20.83	79.97	-385.28	69.84	-30.91	48.97	-61.29	-24.93	-60.35	
Jet A	-14.03	58.43	-341.94	123.04	-264.01	26.09	42.72	-20.21	-9.57	-20.37	30.06	30.06

## Milford Municipal Airport Fuel Loss (-)/Gain (+)



9/22/15 Bart reported that the fuel dispenser read 191.64 gallons however we only sold 19.97. We locked the JET A fuel dispensers and put in a service call on the JET A Dispenser.

We figure someone stole roughly 177 gallons of Jet A Fuel. The Jet A Dispenser will remain out of service until the problem is fixed to prevent anymore fuel from being stole. After having Westech onsite the Jet A Dispensers pulsifer board has burned out. It not covered by warranty-MB



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**Milford City Council Meeting**  
**Tuesday, May 17, 2016, 4:00 P.M.**  
**Milford EMS Center, 880 North Main Street**  
**Milford, Utah 84751**

**Members Present:** Mayor Davis, Council Members Aaron Cox, Russell Smith, Les Whitney, and Terry Wiseman

**Absent:** Council Member Wayne Hardy

**Staff:** City Administrator Makayla Bealer, City Recorder Monica Seifers, City Foreman Ben Stewart, Attorney Leo Kanell- via phone

**Visitors:** Jesse Ralphs, Marcus Keller, Scott Albrecht, Blake Williams, Sally Rose, Anna Marie Whiting, Ray Whiting

**Call to Order**

Mayor Nolan Davis called the meeting to order at 4:00 PM.

**Recognition to Visitors Relating to City Business**

**Marcus Keller, Zion's Bank - Discuss Interim Financing for Milford Community Center**

Mr. Keller presented information to the members and staff explaining that the timeline was tentative for information purposes only. One of the questions Makayla had was on the Bond Anticipation Note. He explained that BAN's are used for tax flow in the interim of obtaining the funding. Candace, with the Community Impact Board, has stated that CIB will only refund the principal amount, no interest.

Things to consider: CIB is lenient with credit. With BAN, you are working with banks, they will be a little more stringent.

Pro's - Bridge the gap between project and issuance of long term debt; Short term rates; No election required to issue BAN. Con's - Additional Cost of Issuance; Interest Rate Risk.

Council Member Cox – So, we would have to pay interest on the up-front money, to do this, plus the fees?

Mr. Keller – Exactly, CIB wouldn't cover the interest, only the principal amount. The interest wouldn't be due until the bonds were collected. You would have to pay the cost of issuance, but the actual interest would not be due until they are taken out from the lease revenue bonds. That is how we could structure it. He has been in contact with Candace and if this is something that the City wants to do, he feels we are in a good position to press forward. He has been to a few CIB meetings lately and it is a little bit tougher than it has been with the price of oil, natural gas, and mineral leases. It is something that we would need to strategize.

Attorney Kanell - In the past we have only used a financial institution for interim financing. There have been some class actions with banks where they were charging illegal interest rates. He stated he hoped the City can do what they need to do without interim financing.

Mr. Keller has discussed this with Makayla as well. It will come down to how much funding Milford will need. Zion's does allow a draw down, if the City was get approved for a certain amount on a draw down, there would only be interest on what was drawn down. It has been done in the past with a few other entities, it is a little easier. He was not trying to promote Zion's Bank, he just wants the Council to be aware of the options available. If there is a different option available, he would like to look into it to try to save Milford City some money.

Mayor Davis thanked Mr. Keller explaining that the Council is seeking information to make better decisions in the process. It is not a simple process.

**Scott Albrecht, Beaver County - Discuss Community Center and Economic Development Plan**

Mr. Albrecht was representing Beaver County Economic Development, not necessarily the County Commissioners. He wanted to discuss the location of the new building. He stated that looking at the resources available, the scarcest is money, so if we can achieve more with less we will be ahead. If we can get a government building and community

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center, we will be ahead. He knows the Council has looked at downtown as a location option but have also looked at relocating at the old location at 26 South 100 West. He would like to offer resources for trying to work on a Main Street project. He would like to know if the Council is open to looking into that, putting focus back in the downtown area. It would be a signal to business and the residents that the City is wanting to invest in our downtown. He has also visited with Candace at CIB stating that she would be willing to teleconference with the Council to discuss when the best time to make application would be. Mayor Davis stated he felt that would be the best thing, find out where we stand on obtaining funding. He heard that the prices will not change a whole lot. Scott heard from Candace that it was not going to get any worse, she didn't feel the prices were going to get any worse. They still have the revenue coming in on the repayment of the loans that were recently funded. She felt that the quality of the application was the most important thing. So, whether you submit in November or February doesn't seem to make a difference if it is a good project. That was her initial summary but Scott wanted to get her on the phone and let her speak.

Mayor Davis asked if it would be more advantageous to submit it in February and that would give more time to work on this downtown project?

Mr. Albrecht - Yes, if the Council would like to pursue that option a little further to see if it is viable and if the landowners are willing to participate and be reasonable, and work on a design, it would definitely be better to wait until February funding meeting.

Mayor Davis asked Jesse when the submission deadline would be? Jesse explained that you would have to submit by September for October funding and January for February funding.

Mr. Albrecht - he could work on property owners and get information and bring it back to the Council.

Council Member Cox is concerned with the limited space downtown and leaving a building that is not going to be utilized. We will still have maintenance associated with it. That was his whole reason for relocating where the old building is.

Mr. Albrecht stated he could see that, for sure. But he thought that room wise, downtown, most of those buildings are vacant or abandoned and should be condemned and torn down. As you look at Milford and what you want it to look like 10 to 20 years down the road, most of the buildings are going to need to have something done with them anyway. They will be falling down and presenting a public safety concern, this is a proactive way to address it. He thinks there is adequate room if they were to take those abandoned buildings and demolish them. Even as much or more space as at the current site. The current building is a valid concern, what do you do with that? Prioritize it with starting with downtown and then go back and figure out a solution in the future. There are funds available for blight through USDA and the Federal Office of Economic Development to do that kind of thing. He feels it could be addressed a few years into the future.

Council Member Smith asked if Scott was talking about the east side of Main Street or the west? Scott is looking more one the west side, there is a bigger lot there. The governmental building could potentially be put toward the back of the lots, setting up against the back of the Hudson Inn, leaving the front area open for parking or a community area.

Council Member Wiseman - basically you are still going to have to buy the property owners out and demolish the buildings so there is still going to be expenses either way, the only thing is you are still going to have maintenance on the other property.

Mr. Albrecht - You may be spending a little bit more money to go downtown but you may be solving a few more problems by doing that. He felt that the county commissioners may be more willing to spend more money on the project if they knew it was contributing toward economic development. If it is at the old location, they might just be willing to pay for the square footage only. County has resources that could be used in the downtown project. They have not offered services for the old building.

Council Member Cox asked if he would find out what they would be willing to participate in on the old building and report back.

Council Member Smith was open to hearing what can be offered but he still likes the idea of going back to the old location. He felt that it was a better place for it.

Mayor Davis stated that a good point was brought up in the meeting earlier that the future of downtown is going to be limited. The buildings are abandoned and will need to be condemned. The west side is almost there, all of the businesses that are there now are having trouble with the buildings, they are leaking, there is a mold. How long are they going to be able to stay there? Where are we going to be in 10 to 15 years? Who is going to be responsible for all of that? He feels that Scott discussing it with the owners and getting the feedback will help us figure out which direction we want to go. Funding goes in trimester's so we have a little time.

Administrator Bealer felt that the best thing to do would be to give Mr. Albrecht the next month to come back and present at the next meeting. We have four months until we would have to have the application put in for the October funding, we should know by that time which location we want to pursue. That should give us time to apply for the October or February meetings.

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Council Member Whitney - Scott has some good ideas as far as some incentives for the businesses that are currently located downtown, that would maybe help them want to get rid of their junk buildings. There is some benefit to the property owners and the City. There are some viable options there that could make that project work.

Mr. Albrecht teleconferenced Candace in at 4:35 P.M. He asked her to provide status of the funding and whether it would be advantageous to apply sooner rather than later for funding. She explained that about a month or so ago, the price of a barrel of oil hit an all-time low. When they got their revenues in, it was 20 year low for revenues coming in. The price of a barrel of oil has now hit the highest level in about seven months and is about \$48 a barrel. Her perception was that they had hit the lowest mark. Right now they are recovering from that low revenue. New FY starts and some of the reason of the availability is from repayments from loans. As of May, there is about \$3 million to the red. She perceives that by next year there will be a much better ability to fund everything that is applied for. That being said, there is always the ability for an application to come in and be placed on the pending list and the board will consider it when there is available funding. The problem with that is that you come in with perhaps an estimate or a bid or a cost assessment that might not be current by the time it comes in line for CIB funding. All applications are received and looked at. There are no single applications that jumps to the head of the line. They look at them through a trimester basis. The trimester date for the first trimester of 2017 is June 1. All applications that are received June 1 will be reviewed in the following three months but will not be funded until October. The next application deadline would be October 1. October 1 applications will be reviewed the next three months (Nov, Dec, Jan) and they will not be funded until February. The board has been very good stewards of the money. It isn't necessarily that there is a better time, the funds are revolving. The board always likes to review applications that are ready to use the funds and are certain about using the funds, this is a requirement. The funds will not run dry, be ready on your project and know your finances. Mr. Albrecht will move forward with exploring the idea and will come back to report in the June Council Meeting.

Mr. Keller left the meeting at 4:43 PM

#### **Blake Williams - Discuss Purchasing Water from Milford City**

Mr. Williams is looking at purchasing Richard Mayer's old farm, both the pivot and the old ninety. He is hoping to tie into the Milford City irrigation line off of the old golf course well. He would have to run a line to tie in. He would be looking at using at least 400 gpm but he could use more if the City wanted, he could set the pivot up for whatever would work for the City.

Jesse Ralphs explained that the district engineer, Paul Wright, called him back this morning. The question was could we hook the old golf course well into the irrigation system and still be able to have it as an option for a backup for the culinary system. Normally this would be considered a cross-connection. In this case, he said there were things we could do. If we decided to go through with it we would have to go back to him with a design and they would have to approve it. We would need to keep up on the testing on the irrigation side so if it was needed for Culinary we would have it available. Jesse reported that from their standpoint, it was doable. There are a few options. We could feed Blake directly, or Blake and the golf course directly, or you could tie it in to the rest of the system. Foreman Stewart had a valid concern that if you tried to pump 1,000 gpm through the six inch pipe you would blow it up. There are pressure controls that you could put on the pump. From technical and regulatory standards, it could be done. Administrator Bealer asked if Jesse had been able to contact the USDA and is this something that could be incorporated into the water project? Jesse replied that he had not, the culinary project was kind of on stand-by. He will follow up with them.

Mayor Davis asked Foreman Stewart if we have a rough estimate on cost. Foreman Stewart replied that he did not have anything yet. Jesse said if the pump is replaced, they put in controls and ran a ten inch line and Blake could come down and hook into it, he estimates it would run appx \$100-150K if you paid a contractor to put it in. If Blake or the City did some of the work it obviously wouldn't be that much.

Administrator Bealer - How much further testing would be required for the DEQ? Jesse explained that it would be whatever the normal testing is on the culinary well, whatever it is for nitrates. He suggested that the samples on the golf course well would be pulled at the same time as the culinary well. You wouldn't submit it, you would just have it on file.

Mayor Davis - So we don't know if there is funding out there?

Jesse - there is funding, we just don't know if it can be rolled into the water plan. He could look into loan options but the City probably wants a grant.

Mr. Albrecht left the meeting at 4:49 PM

Mr. Williams stated that he could try to obtain the funding with the farm financing and work out an agreement with the City. He would pay for everything up front and then have a credit against his water usage.

Administrator Bealer has discussed this with Attorney Kanell. He explained that in the past we looked at transferring water rights. This current deal would be for selling water. We would need to come up with costs that both parties can live with. There are things to look at but he does not feel there is a legal issue. If more people want to purchase, we would have to make it available. They would have to be responsible for tying into the City water and it would have to be done responsibly and legally. He stated that if they are willing to pay for those costs, the City could hook them up. Mayor Davis asked if we should put out a notice that we are selling water? Attorney Kanell stated that we should do that and have a rate structure for users of large quantities of water and that would be put out for public hearing. Mayor Davis - would it be a first come first serve basis until we have maxed out our system, is that how we would set it up? Attorney Kanell replied yes, yeah, we can't sell any more water than what we own. Council Member Cox asked if there were any issues that Leo could see by having Blake upgrade the well and upgrade the system and then paying him back by the water he uses? Administrator Bealer clarified that it would only be improvements to the golf course well, our line to connect into the irrigation line, and then he would have to run his private line at his cost. Attorney Kanell said that would be fine.

Sally Rose entered the meeting at 4:55 PM.

Mayor Davis asked for the consensus of Council. Council Member Cox stated that we are in business of selling water. Administrator Bealer asked if they wanted Blake to obtain funding for all the improvements and work with the City's engineer? Mayor Davis - Yes. If he is willing to do that. Attorney Kanell suggested we hold a public hearing first to get the rate approved. Administrator Bealer suggested that they hold a public hearing in June setting a rate for large quantity users; put it for notice to bid that you are going to be selling water and let him come in, and then if the Council wants to go into an agreement with him, we could have our attorney write up an agreement that allows him to do the improvements to the golf course well and the line, and then you guys can approve that in July.

Mayor Davis asked if we could expedite the public hearing. Administrator Bealer - you need 7 - 14 days to notice the hearing. Foreman Stewart stated that we probably ought to have the engineer look at the cost of pumping before we set a rate. Administrator Bealer and Mr. Williams discussed the power bill with Blake stating he would pay the bill. Administrator Bealer explained that the City would still be servicing the golf course. It would need to be included in the cost of the water.

Mr. Ralphs stated that there are a few steps that need to be done to proceed. Need to decide how it ties in, if Blake and the golf course are isolated. There is still another discussion following this on how you want to have it tie in.

Council Member Cox asked Foreman Stewart if he wanted it to tie in? Foreman Stewart explained that he did, right now the schools and golf course are fighting for water. Plus we are only depending on the old fire house well, if it went down, we would be in trouble. Council Member Cox would like to see it tied in. Jesse explained that we would need to look at the current system to make it less likely to blow it up and to be able to increase capacity on the existing irrigation system. Administrator Bealer added that another thing is we have always discussed moving the bulk water down onto the irrigation, so this would be a way to service this as well, and get it off of our culinary. Council Member Cox added that it would preserve our water rights. Mr. Williams stated that he would be watering 230 acres. Administrator Bealer got the consensus that we wanted to sell water, but stated that we needed to make sure we have it planned out. Mr. Williams asked how long it was going to take explaining that he can't get a loan or anything until he has an agreement with the City for water. He won't make an offer or anything if he can't get the water. There is no guaranty that someone else won't come in and make an offer on the land.

Jesse stated that they could always hook him up and then look at the rest of the system and if you wanted to tie him in later. Could do it in steps. Blake stated he was not necessarily worried about getting hooked up and getting going, he is more concerned with getting an agreement or something going so he can get his side going. It is going to take him time to get the money. He understands there is a process on the City's end, but there is also a process on his end that will take time.

Council Member Cox - So, the quickest way would be - a public hearing, a meeting again with Jesse, Aaron, Ben, and Makayla, and then Jesse would bring what we would need to tie it all in. He asked Jesse how long it would take him to gather that information. Jesse replied that it would not take long if you knew what all you want. If it is a matter of getting a cost and a rate, he could do a cost estimate. Council Member Cox asked how do we set a rate? Administrator Bealer - have Jesse come up with a cost estimate. Blake explained that the farmers charge on a per acre foot basis. Mayor Davis asked if we would hold a meeting prior to next meeting and have public hearing prior to that? We could have all the information and make a decision in the meeting. Administrator Bealer stated that June 21<sup>st</sup> would be when they could have an answer. Jesse, Ben, Aaron, Makayla will meet again to determine a rate. They will hold a public hearing and the Council can consider the agreement. Attorney Kanell to work on agreement.

**Regular Session suspended at 5:06 PM for a public hearing, reconvening at 5:08 PM.**

### **Consent Issues**

Consent issues including bills and payroll, Financial Report April 2016 and Minutes of April 19, 2016 Council Meeting were presented.

- *MOTION: Council Member Aaron Cox moved to approve the consent issues as presented. Motion was seconded by Council Member Les Whitney. All were in favor, motion carried.*

Mr. Williams left the meeting at 5:09 PM

### **New Business**

#### **Discuss and Adopt Tentative Budget Fiscal Year 2016-2017**

Council Member Whitney commended Makayla for her efforts as he knows she was waiting for information from Council Members and was on a short time frame. It is a starting point and she did well with putting it all together. Mayor Davis added his appreciation to her and the staff. He would like to set up another work meeting to finalize it for adoption. Council Member Cox asked if the salary scale committee should meet again before then? Council Member Whitney stated that he had the proposal done and with Council Member Cox's approval, Administrator Bealer will pass it out to the Council so they can take it and study it and have it for comments and then the Council can decide if that is how they want to go. They could decide then if they need another meeting. Council Member Cox agreed with having it passed out to be looked over. Budget work meeting scheduled for 8 AM on June 2<sup>nd</sup>. Final budget will be adopted June 21. There will be a public hearing at 5 PM June 21 for the final budget.

- *MOTION: Council Member Russell Smith moved to adopt the Tentative Budget FY 2016-2017. Motion was seconded by Council Member Aaron Cox. All were in favor, motion carried.*

**Regular Session suspended at 5:16 PM for a public hearing, reconvening at 5:22 PM.**

Mr. And Mrs Whiting entered the meeting at 5:22 PM

### **Water Improvement Project Update**

Administrator Bealer stated that they were trying to tie in the irrigation with the water project. Jesse was going to check with the USDA on that. In the work meeting held a few weeks ago the Council decided they wanted to try to pursue the water improvement project. There was a work release included in the Council packets. Jesse researched and found that we did have a well site study done and we can actually use that for our new project.

Mr. Ralphs explained that there were three parts that would have to be done prior to submitting the funding application, if we are ready to move forward. The well siting study, or PER (preliminary engineering report). There was an existing well siting study done back when the Mineral Mountain well was drilled. We can go ahead with that one if the Council is wanting to do that. He has passed that on to the hydro geologist and he said it looks find. They did not research it to find what was in there, it would just be going off of what research was done when it was completed but it should be the same information. The work released just takes that out of the scope of work so the two items left would be the PER and the environmental report. Tying back in to what Marcus with Zion's Bank had said, the interim financing is fairly common on larger projects to cover those upfront costs that the City may not have the means to cover. The principal amount of that loan is repaid by the project funding. He will check but he feels that Rural Water may reimburse interest on a water project as well. If the City went that direction, the upfront costs would be the PER which is \$15,000, the environmental report, which is \$18,000, and on top of that, we would probably have to do a cultural survey and biological survey, but we don't know the scope of that until he does the first part of the environmental report. So that would be a cost in addition to what is shown in there. All together we are probably in the ball park of \$40-50K. City would have to determine how to finance. Mayor Davis - can we do that, can we pull it out of the City's budget and then pay ourselves back?

Jesse explained that Rural Development is different from CIB. Where CIB won't make their funding available until your project is fully designed and you go out for bids, Rural Development will actually do that as soon as the application is approved so you don't have to carry that full design cost. But they won't cover anything that was done prior to the application, which is what we are talking about here.

Well location was discussed, Jesse explained that it would have to be offset. You can look at all considerations that were researched to determine where to put the Mineral Mountain Well. You cannot put the new well next to the current well. You can use the information gathered to help identify the best location. We would do a test well, that is part of the

process. While they are pulling those test wells, the City would be monitoring the existing well to make sure you are not drawing it down.  
Public Hearing to be held in June to inform the public of the proposed changes.

### **Community Center Update**

Council Member Whitney commented that there is a lot of agreement for the current location but maybe we all need to look outside the box and look at where the downtown area is going to be ten to fifteen years down the road. We need to look at all options. Mayor Davis agreed, now is the time to look at it.

Mr. Ralphs left at 5:31 pm

**Regular Session suspended at 5:31 PM for a public hearing, reconvening at 5:37 PM.**

### **Approval of Write -Off of Un-Collectable Accounts**

City Recorder Monica Seifers presented two utility accounts that she has had in collections that the City has not been able to collect on: Troy and Buffy Pearson for the amount of \$254.58 that has gone to Bankruptcy Court. The City received Order of Discharge in March 2016; Katie Pulsifer for an amount of \$31.46. Recorder Seifers explained that when the renter moved out they had an outstanding balance of approximately \$25.00. Renter moved out of the area and the home sold so there was not an owner to fall back on. Administrator Bealer explained that this is one of the reasons for the security deposit increase. City Recorder Seifers recommended that the rental account be written off; the cost of collection would exceed the principal amount and we would like not be able to collect. There is nothing we can do with the Bankruptcy Discharge, the charges must be dismissed.

- *MOTION: Council Member Les Whitney moved to approve the Write-off of Uncollectable Accounts as presented with the stipulation that should the renter return to Milford and try to connect to City utilities, the balance be paid prior to rendering services. Motion was seconded by Council Member Russell Smith. All were in favor, motion carried.*

### **Discuss and Action on John Deere Backhoe Lease**

Administrator Bealer explained that the lease on the John Deere Backhoe will mature August 2016. The bid went through the State and the price has increased but we don't have any idea how much yet. Attorney Kanell stated that if John Deere does not give us what we want we can look through other companies.

### **Airport Improvement Program - Transfer of Entitlement Fund**

Administrator Bealer explained that when Milford City Airport became un-classified we no longer received \$150,000 in Entitlement Funds, which we would bank for when we did larger projects at the Airport. The FAA stated that they would continue to help us with larger projects. We still have money that was not paid out on the apron project. These funds can't be used on anything else and will expire before we can use them in 2020. The FAA has requested we relinquish these funds until 2020 when we are ready to do our apron project.

- *MOTION: Council Member Terry Wiseman moved to approve the Mayor and Attorney to sign the Request for FAA Approval of Agreement for Transfer of Entitlements. Motion was seconded by Council Member Les Whitney. All were in favor, motion carried.*

Mayor Davis stated that the State and many counties are working on trying to get these smaller airports classified again.

### **Old Business**

#### **➤ Poison Applicator Update**

It was recommended that if the City goes this route, that two crew members are sent to be certified. Council Member Whitney asked if there were two crew members willing to do it and is that the way to go? Administrator Bealer talked with Keith James who recommended two people. He also talked about the Rodenator. She stated that maybe that is something they want to look into. She has also been told that smoke bombing has been very effective. Israel Dotson has had success with trapping at the Oak Tree Inn. That may be something to look into as well.

Council Member Cox feels that regardless of how it is administered, the City needs to have people who understand the program and how to administer it, so by sending one or two guys it will keep us out of trouble. Administrator Bealer stated that the price was minimal and the testing is available in Beaver. Council Member Wiseman asked if there was an incentive for the crew certifying to use poison. Administrator Bealer stated that the Council would have to determine that. She recommended the issue be tabled and discussed during the budget work meeting.

Council Member Whitney asked if Keith James mentioned the oxygen deprived system. He explained that there is a system where four hoses are filled with carbon monoxide and it has been effective. Council Member Whitney does not know the best way, but he wants our people trained and skilled. He does not want to see the City in a liability issue. Administrator Bealer explained that there are two tests required for the City to become certified; Vertebrae and Pesticide Applicator Certification.

Council Member Whitney asked Foreman Stewart if there has been any feedback from the crew. Foreman Stewart reported that Riley Rose would be interested if there was incentive for doing it. Lance Alger has not said anything. Foreman Stewart to talk to both of them.

Issue was tabled for the work meeting.

### **Ordinance and Resolutions**

- a. Resolution 6-2016 "Setting Water and Sewer Rates for Multi-family Unit Apartments with Master Meter"
  - b. Resolution 7-2016 "Amend Operating Budget Fiscal Year 2015-2016"
  - c. Resolution 8-2016 "Interfund Services Provided for Municipal Use"
- MOTION: Council Member Les Whitney moved to adopt Resolution 6-2016 "Setting Water and Sewer Rates for Multi-family Unit Apartments with Master Meter", Resolution 7-2016 "Amend Operating Budget Fiscal Year 2015-2016", Resolution 8-2016 "Interfund Services Provided for Municipal Use". Motion was seconded by Council Member Terry Wiseman. Roll call votes were as follows: Aaron Cox – Yes, Russell Smith – Yes, Les Whitney – Yes, Terry Wiseman – Yes. Motion carried.*

### **Staff and Council Reports**

#### **Leo Kanell – Attorney**

- No reports or comments.

#### **Makayla Bealer ~ City Administrator**

- John Fowles has requested to hire Shane Pyne for June, July and August at \$75 per month.
- John Fowles has also requested to a) hire someone temporarily or b) bring someone in on a stipend while Lisa Burns is not working due to medical. Mayor Davis suggested these requests be put on the agenda for the work meeting.
- 100 LL fuel pump went out last week but the airport is back up and operating.
- The swim pool is operating. The pool manager has reported that the paint on the floor is peeling already.

#### **Monica Seifers ~ City Recorder**

- ServLine - Presented the customer information flyer for Council review. There will be a customer service number that serves Milford City customers. Consumers would have to call and opt-out of the Water Loss Protection, which would cost \$2.00 per month, or opt-in to the Water Line Protection, which would cost \$4.40 per month, and the Sewer Line Protection, which would cost \$6.50 per month. If Council is on board, ServLine will prepare the appropriate number of flyers and send to the City for distribution in the June billing statements and the protection programs would go into effect August 1. There is absolutely no obligation or cost to the City and it will be an advantage to our consumers. Milford City's current leak adjustment ordinance is fairly restrictive. However, this program is only offered to residential consumers.
- Web Page Administration - Staff has been collecting information on web site administrators to see if we can get the costs down and improve our City website. Looking for someone to build, administering, and maintaining a website. Have recently found out that we have local high school students who may be able to provide this service. Is this something the Council supports staff looking into? It would be nice to support someone who is local.

#### **Ben Stewart – City Foreman**

- No reports or comments.

#### **Council Member Aaron Cox ~ Water, Public Safety & Law Enforcement, Beautification**

- Subdivision by the new church – where are we at on that? Administrator Bealer explained that the City was holding the money in escrow and once the improvements are made, we will release the funds. Mary Thomas has stated that Rollins Construction is supposed to be doing the work within the next few weeks. Lot 3 cannot be sold until those improvements are completed. Council Member Cox – so we are waiting on Rollins? Administrator Bealer – as soon as they do the work the funds will be released.

- 390 ➤ Requested to hold executive session following the regular meeting today to discuss personnel. Mayor Davis replied  
391 that it could happen only if there was time to allow for it, as Council had to be out of the meeting room by 6:30 PM.  
392
- 393 **Council Member Russell Smith ~ Cemetery, Sewer**  
394 ➤ No reports or comments.  
395
- 396 **Council Member Les Whitney ~ Planning and Zoning Commission, Buildings and Equipment**  
397 ➤ No reports or comments.  
398
- 399 **Council Member Terry Wiseman ~ Library, Streets**  
400 ➤ Inquired if we could have Milford put back on the water tank. Administrator Bealer suggested that they find  
401 someone who is willing to go up on the tank and come in and talk to her.  
402
- 403 **Executive Session: (Personnel) Discussion of Character or Personal Competency of an Individual**  
404 *MOTION: Council Member Les Whitney moved to close the open meeting and move into Executive Session*  
405 *at 6:13 PM. Motion was seconded by Council Member Aaron Cox. Roll call votes were as follows: Aaron*  
406 *Cox - Yes, Russell Smith – Yes, Terry Wiseman – Yes, Les Whitney - Yes. Motion carried.*  
407
- 408 Those in attendance for the closed session were: City Administrator Makayla Bealer, Mayor Nolan Davis,  
409 Council Members Aaron Cox, Russell Smith, Terry Wiseman, Les Whitney. Attorney Kanell attended via  
410 teleconference. All others were excused at 6:13 PM.  
411
- 412 *MOTION: Council Member Terry Wiseman moved to close Executive Session and resume open meeting at*  
413 *6:52 PM. Motion was seconded by Council Member Russell Smith. Roll call votes were as follows: Aaron*  
414 *Cox - Yes, Russell Smith – Yes, Terry Wiseman – Yes, Les Whitney - Yes. Motion carried.*  
415
- 416 **Meeting Adjournment ~ As there was no further business the meeting adjourned at 6:52 PM.**  
417  
418  
419



**Milford City Council Public Hearing**  
**Tuesday, May 17, 2016, 5:00 P.M.**  
**Milford EMS Center, 880 North Main Street**  
**Milford, Utah 84751**

**Members Present:** Mayor Davis, Council Members Aaron Cox, Russell Smith, Les Whitney, and Terry Wiseman

**Absent:** Council Member Wayne Hardy

**Staff:** City Administrator Makayla Bealer, City Recorder Monica Seifers, City Foreman Ben Stewart, Attorney Leo Kanell- via phone

**Visitors:** Sally Rose, A. Marie Whiting, Ray Whiting

Mayor Nolan Davis called the Public Hearing to order at 5:06 pm

The purpose of the meeting is to hear public comment relating to Waiving Payment for the Interfund Services for Municipal Use.

Makayla Bealer explained that the City of Milford operates with three funds; Water Fund, Sewer Fund, and Enterprise Fund. The city's parks and buildings are run out of the General Fund and are serviced with water and sewer. Our General Fund does not pay our Water and Sewer Funds for water and sewer that is used. This public hearing is to let the public know that the Council intends to waive payment. The General Fund will not be transferring to the Water Fund or Sewer Fund for the parks or buildings for the 2015-2016 Fiscal Year. She asked if there were any questions. There were none.

*Mayor Davis called for comments.*

There were no comments.

Attorney Kanell stated that Council could close the public hearing and resume the regular Council agenda items until the next Public Hearing was scheduled to begin.

**MEETING ADJOURNMENT**

As there were no further comments the public hearing adjourned at 5:09 p.m.

**Milford City Council Public Hearing**  
**Tuesday, May 17, 2016, 5:15 P.M.**  
**Milford EMS Center, 880 North Main Street**  
**Milford, Utah 84751**

DRAFT

**Members Present:** Mayor Davis, Council Members Aaron Cox, Russell Smith, Les Whitney, and Terry Wiseman

**Absent:** Council Member Wayne Hardy

**Staff:** City Administrator Makayla Bealer, City Recorder Monica Seifers, City Foreman Ben Stewart, Attorney Leo Kanell- via phone

**Visitors:** Sally Rose, A. Marie Whiting, Ray Whiting

Mayor Nolan Davis called the Public Hearing to order at 5:16 pm

The purpose of the meeting is to hear public comment relating to proposed amendments to the operating budget for Milford City for Fiscal Year 2015-2016.

Administrator Bealer explained that there were a few minor costs needing to be amended to the 2015-2016 Fiscal Year Operating Budget.

*Mayor Davis called for comments.*

There were no comments.

**MEETING ADJOURNMENT**

As there were no further comments the public hearing adjourned at 5:20 p.m.

DRAFT

**Milford City Council Public Hearing**  
**Tuesday, May 17, 2016, 5:30 P.M.**  
**Milford EMS Center, 880 North Main Street**  
**Milford, Utah 84751**

**Members Present:** Mayor Davis, Council Members Aaron Cox, Russell Smith, Les Whitney, and Terry Wiseman

**Absent:** Council Member Wayne Hardy

**Staff:** City Administrator Makayla Bealer, City Recorder Monica Seifers, City Foreman Ben Stewart, Attorney Leo Kanell- via phone

**Visitors:** Ray Whiting, A. Marie Whiting, Sally Rose.

Mayor Nolan Davis called the Public Hearing to order at 5:31 pm

The purpose of the meeting is to hear public comment relating to Subsidy Transfer to Debt Service Account. The following transfers are being considered for transfer to the Debt Service Fund: 1) Water Fund \$39,000.00 b) Sewer Fund \$65,000.00 c) General Fund \$20,000.00.

City Administrator Bealer explained that Milford City has a Debt Service Account that is currently in the negative \$246,295.00. The City has collected \$19,500.00 from the sale of property in the Lewis Subdivision. The auditor, in November 2015, stated that we could make these transfers. Milford City is proposing to transfer a total of \$124,000 to the Debt Service Fund. We are considering transferring \$20,000.00 into the Debt Service Fund from the General Fund. We have also paid off a sewer bond and a water bond; therefore the reserves will be transferred to the Debt Services Fund.

*Mayor Davis called for comments.*

There were no comments.

**MEETING ADJOURNMENT**

As there were no further comments the public hearing adjourned at 5:36 p.m.

**Milford City Council Work Session**  
**Thursday, June 2, 2016, 8:00 AM**  
**Milford EMS Center, 880 North Main Street**  
**Milford, Utah 84751**

**Present:** Mayor Nolan Davis, Council Members Aaron Cox, Wayne Hardy, Russell Smith, Les Whitney, and Terry Wiseman. City Administrator Makayla Bealer and Foreman Ben Stewart were also present.

**Visitors:** None

**MEETING CALL TO ORDER**

Mayor Davis called the meeting to order at 8:00 a.m.

**WORK SESSION**

**Approval of Minutes**

Minutes of the May 4, 2016 Budget Work Session were presented for approval. *MOTION: Council Member Les Whitney moved to approve the minutes as presented. Motion was seconded by Council Member Terry Wiseman. All were in favor, motion carried.*

**Finalize Budget – Fiscal Year 2016-2017**

• **SALARY SCALE**

- Council Members Whitney and Cox presented the proposed Salary Scale. Council supported the idea and asked Administrator Bealer to format into a 10 step spreadsheet as well as present to Council for approval. Administrator Bealer will implement the pay increases as set by the salary scale in the Final Budget, which will include the longevity increases and step increases. Administrator Bealer to add a budget line for spot awards for \$1000.00. Council also requested that she spread the COLA raise across the board evenly, for example: full time employees 0.60 and part time employees 0.25.

- Council would like to offer a 1 to 2 step increase to crew members Riley Rose and Lance Alger to obtain the pesticide certification.

Council Member Smith was excused from the meeting at 9:15 AM.

• **LIBRARY**

- Mayor Davis would like to make a donation of \$250 to the Library for the purchase of children's chairs.
- Council approved to have Shane Pyne work at the library for the months of June, July, and August. To be compensated at \$75.00 per month.
- Council discussed the concrete back patio. The Council would like to install paving stones. To be included in the FY 2017-2018 budget.
- Add the panic door/bar into the library budget so it may be installed once the new stairs are completed.

• **STREETS AND EQUIPMENT**

- Council discussed a preventative maintenance log for equipment to ensure the vehicles are kept and maintained as well as reporting accidents on vehicles and equipment. Council wants the equipment and vehicles to be kept clean and well maintained. Suggested weekly cleanings of vehicles and organization.
- Council would like \$4000 to be budgeted for repairs on vehicles and equipment. Split throughout the three funds.
- Administrator Bealer reported that the USDA funding does not cover irrigation water improvements; therefore the improvements to the old golf course well would not be included in the water project.

- Surplus of Equipment: *MOTION: Council Member Aaron Cox made a motion to surplus the following equipment at the minimum price listed. Motion was seconded by Council Member Les Whitney. All were in favor, motion passed.*

- 2004 Grasshopper 722D \$500.00
- 1969 Flat Bed Trailer \$500.00
- Raysome Bob Cat Mower \$250.00
- Exmark Turf Ranger \$250

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- 1996 Backhoe \$6500.00
- Cat Grader \$4000.00
- Asphalt Cutter \$250.00
- (2) Utility Boxes \$100.00 a piece
- Tow Behind Broom \$250.00
- Water Tank \$500.00 or donate to Milford Wildlife—Aaron will see if the wildlife could use the water tank. If so, the Council wants to donate the water tank and Leo will work on an agreement.
- Snow Plow \$250.00
- Old green shed at Airport \$ \$500.00

• MISCELLANEOUS ITEMS

- Survey on the Old Hospital: Attorney Kanell reported that Lyncoln Cox had the old hospital property surveyed. The survey is showing that Milford City owns 34' from the UDOT right away. Lyncoln would like the City to consider quit claiming the property to him. Council Members Whitney and Wiseman would like to quit claim the property; however they feel curb, gutter and sidewalk needs to be installed as an agreement. Attorney Kanell will contact Lyncoln and Administrator Bealer will contact Scott Snow with UDOT.
- Airport Tower: Rollins Construction to fix the fence and tear down the tower. Administrator Bealer will have Rocky Mountain Power disconnect the meter. Mayor Davis will work on getting the specifications on the wind sock requirements. Foreman Stewart will work with Rollins Construction on the wind sock and power.
- Seasonal Help: The Council would like to open another 30 per week position for the City Crew. Administrator Bealer will have Recorder Seifers post the notice.

**Executive Session: (Personnel) Discussion of Character or Personal Competency of an Individual**

*MOTION: Council Member Aaron Cox moved to close the open meeting and move into Executive Session at 10:56 AM. Motion was seconded by Council Member Wayne Hardy. Roll call votes were as follows: Aaron Cox - Yes, Wayne Hardy, Terry Wiseman – Yes, Les Whitney - Yes. Motion carried.*

Those in attendance for the closed session were: City Administrator Makayla Bealer, Foreman Stewart, Attorney Leo Kanell, Mayor Nolan Davis, Council Members Aaron Cox, Wayne Hardy, Terry Wiseman, Les Whitney.

*MOTION: Council Member Wayne Hardy moved to close Executive Session and resume open meeting at 11:46 AM. Motion was seconded by Council Member Aaron Cox. Roll call votes were as follows: Roll call votes were as follows: Aaron Cox - Yes, Wayne Hardy, Terry Wiseman – Yes, Les Whitney - Yes. Motion carried.*

*MOTION: Council Member Les Whitney made a motion to have Administrator Bealer and Foreman Stewart outline the duties and responsibilities to delegate and implement positive changes and assist with the salary scale. Motion was seconded by Council Member Wayne Hardy. All were in favor, motion passed.*

**MEETING ADJOURNMENT**

*As there was no further business the work session adjourned at 11:50 a.m.*

DRAFT

**Minutes of the Regular Meeting of the Milford City Council held on Thursday, June 20, 2013 at 7:00 p.m. at the City Offices located at 26 South 100 West, Milford, Utah.**

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**Present:** Mayor Pro-Tem Nolan Davis, Council Members Cullen Carter, Karrie Davis, Russell Smith, City Manager Mike Barnes, City Treasurer Makayla Bealer, City Recorder Monica Seifers, Attorney Leo Kanell.

**Absent:** Council Member Troy Netto

**Visitors:** Sherri Yardley, Les Whitney, Derek Griffiths, Riley Rose, Bart Fisher, Aaron Cox, Brent Baxter, Terry Wiseman, Carla Fowles, Doug Carriger.

**1. MEETING CALL TO ORDER:**

Mayor Pro-Tem Nolan Davis called the meeting to order at 7: 08 p.m.

**2. RECOGNITION AND RESPONSE TO VISITORS RELATING TO CITY BUSINESS**

**a. Brent Baxter: Discuss Drainage – 100 South 100 East**

- Brent Baxter thanked the city for help on the intersection. He talked to Mayor Pro-Tem Davis last year regarding the sidewalks and requested some fill-in from the city. He stated he could help out on it, but he wants to get the curb and gutter put in, need to get the drainage issue taken care of. Mayor Pro-Tem Davis stated that the city cannot compete with private enterprises but the problem was created by a former city engineer when the curb and gutter was put in for Tom Thompson on Main Street. The drainage was not properly engineered and it is causing problems on 100 East. Mayor Pro-Tem Davis does not want to compete with private enterprise, but it was created by the city and it needs to be addressed.
- Council Member Cullen Carter suggested hauling two loads of gravel in and seeing where it got us. Derek Griffiths said it won't fix the problem from Thompson's.
- Council Member Karrie Davis doesn't want to make any decisions if it will not fix it.
- Mr. Baxter is going to get it shot for his curb and gutter and then will let the city know.

*Mr. Baxter left the meeting at 7:26 pm*

**b. Doug Carriger – Sunrise Engineering Introduction of Services**

- Doug Carriger stated that Sunrise Engineering provided great services and have learned to listen to their clients over the years to improve those services. They can assist communities in all phases of projects and also in obtaining CDBG and CIB Grants.

**3. NEW BUSINESS**

**A. Lion's Club Water Services to Club Car Discussion**

**Presenter: Mike Barnes**

- City Manager Barnes stated that the Lion's Club is wanting to extend water to the Club Car. Rollins Construction has agreed to torpedo the line under the road and the Lion's Club will run the private from the main line. Lion's Club wants to know if there would be

a charge? Bart Fisher told Manager Barnes that they would want to tie in where the fire hydrant was located. Manager Barnes said all the labor would be provided by the Lion's Club and Rollins Construction and want to know if they would have to pay the monthly water use fee. The Club Car is used once per month and has a restroom and swamp cooler so the water use would be minimal. Attorney Kanell asked about property ownership. City Manager Barnes did not know. Mayor Pro-Tem Davis suggested contacting the UPRR to ensure they are okay with it. Mayor Pro-Tem Davis felt that where the Lion's Club was a service organization, with non-profit status, and they give back to the community and the water use is minimal it should not be an issue with waiving the use fee. Council Member Karrie Davis stated the same adding that the city needs to make sure the property ownership is identified and it is authorized by the owner. City Manager Barnes will contact UPRR and report back.

#### 4. ORDINANCE AND RESOLUTION

##### A. Resolution 1-2013 "Amending Budget for Fiscal Year 2012-2013"

- **MOTION:** Council Member Karrie Davis motioned to not amend the budget for Fiscal Year 2012-2013 as recommended by Attorney Leo Kanell and City Auditor Ken Hinton. Motion was seconded by Council Member Russell Smith. All in favor, motion carried.

##### B. Resolution 2-2013 "Adopting Budget for Fiscal Year 2013-2014"

- **MOTION:** Council Member Russell Smith motioned to adopt Resolution 2-2013 "Adopting Budget for Fiscal Year 2013-2014". Motion was seconded by Council Member Karrie Davis.
- Council discussed the Certified Tax Rate. Council Member Karrie Davis recommended rejecting the certified tax rate at this time. City Treasurer Makayla Bealer explained the process for proceeding with Truth-In-Taxation. Attorney Kanell suggested adopting the resolution and accepting the certified tax rate and see what happens. The budget and certified tax rate are due by the end of this week. Following discussion it was the consensus of the Council to adopt the resolution as is.
- **Roll Call Votes:** Council Member Cullen Carter – Yes, Russell Smith – Yes, Karrie Davis – Yes.
- City Treasurer Bealer to accept the Certified Tax Rate as proposed. Mayor Pro-Tem Davis stated the Council will need to study the water, sewer, and certified tax rates for the upcoming year.

#### 5. COMMENTS

- City Attorney Leo Kanell: The UDOT snow plow is still in Milford. The Council needs to authorize City Manager Barnes on what the bid should be, we are not going to get it for \$10,000.00. Council Members Troy Netto and Russell Smith told City Manager Barnes that there was \$14,000.00 available. The minimum bid is \$10,000.00. The Council agreed that City Manager Barnes should start bidding at \$11,000.00 and go no higher than \$14,000.00.
- City Treasurer Makayla Bealer: Financial Overview is scheduled for Tuesday, June 25, 2013 at 5 pm. Ken Hinton will be here to go over the financials, all who can attend are encouraged. City Manager Barnes stated there was a Board of Adjustments meeting being held at the same time.

- Leadman Derek Griffiths thanked Council Member Smith for his help with maintenance at the Golf Course.
- Council Member Karrie Davis thanked Mayor Pro-Tem Davis and Treasurer Bealer for their work on preparing the budget.
- City Manager Barnes reported problems with sprinklers at the library hill and recreation complex. It appears someone has gone into the valve boxes and messed with the wiring for the sprinkler stations. If anyone has concerns with why grass is burning up in certain areas, this is why.
- Mayor Pro-Tem Davis reported he has the lights and materials for the power audit.

**6. MEETING ADJOURNMENT**

As there was no further business the meeting adjourned at 8:12 p.m.

APPROVED by City Council this 1<sup>st</sup> day of April, 2014.

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MONICA D. SEIFERS, City Recorder



**WORK RELEASE NO. 2016-2**

**MILFORD CITY WATER PROJECT 2016  
PREPARATION OF ENVIRONMENTAL REPORT AND PER**

**MILFORD CITY  
405 South Main Street  
P.O. Box 69  
Milford, Utah 84751**

**EXECUTION AND EFFECTIVE DATE**

This Work Release No. 2016-2 will be effective as of the date of its full execution by CLIENT and ENGINEER, or CLIENT's acceptance of the performance by ENGINEER of the Services without written objection to the terms of this Work Release, whichever first occurs. The below-named duly authorized representatives of CLIENT and ENGINEER have executed this Work Release on the dates set forth herein below.

**ENGINEER**

**SUNRISE ENGINEERING, INC.**

By: \_\_\_\_\_

Name: Robert W. Worley, P.E.

Title: Principal Engineer

Date: \_\_\_\_\_

**CLIENT**

**MILFORD CITY:**

By: \_\_\_\_\_

Name: Nolan Davis

Title: Mayor

Date: \_\_\_\_\_

**WORK RELEASE NO. 2016-2**

This Work Release is entered into by and between MILFORD CITY (CLIENT) and SUNRISE ENGINEERING, INC. (ENGINEER).

**ARTICLE 1. INCORPORATION OF AGREEMENT FOR ENGINEERING AND TECHNICAL SERVICES**

CLIENT and ENGINEER acknowledge and agree that CLIENT and ENGINEER executed an Agreement for Engineering and Technical Services dated August 27, 2014, hereinafter referred to as the "Agreement". The Agreement and the terms, conditions, promises and obligations of the Agreement are hereby incorporated by reference into this Work Release and will, to the extent not in direct conflict with the terms, conditions, promises and/or obligations of this Work Release, be applicable to the engineering and technical services described in this Work Release and any change in services entered with respect to this Work Release (the "Services") ENGINEER has agreed to perform for the project described in Article 2 of this Work Release (the "Project").

**ARTICLE 2. THE PROJECT**

CLIENT's Project for which CLIENT has engaged ENGINEER to perform the Services is generally described as follows:

The CLIENT intends to pursue funding for the Milford City Water Project 2016 project through USDA-RD (Agency). The proposed project includes the development and construction of a new culinary well, installation of radio read meters throughout the system, replacement of the existing booster station, replacement of sections of old steel pipe, and remediation of the existing concrete water tank. The Agency funding application process requires that a Preliminary Engineering Report (PER) and Environmental Report (ER) be completed and submitted as part of the application. A Well Siting Study is required prior to the development of the PER and ER. The CLIENT has requested that the ENGINEER use an existing well siting study that was prepared when the existing culinary well was constructed.

**ARTICLE 3. SCOPE OF ENGINEER'S SERVICES**

1. PER – The ENGINEER will prepare the PER in accordance with the requirements of the Agency.
  - a. The Engineer will consult with the CLIENT to define and clarify the CLIENT'S requirements for the project.
  - b. The PER will include the evaluation of a minimum of two alternate solutions available to the CLIENT, and will provide a recommendation for the solution which in the ENGINEER'S judgement best meets the CLIENT'S requirements for the project. The PER will include schematic layouts, sketches, and conceptual design criteria with appropriate exhibits to indicate the locations of the proposed improvements. Each recommended improvement will be accompanied by the Engineer's opinion of

- probable costs for associated design, construction, permitting, other professional services, and contingencies included within the total project costs.
- c. The ENGINEER will furnish draft copies of the PER to the CLIENT for review and comment. The CLIENT will review and submit comments to the ENGINEER within 14 days of receipt of the draft PER.
  - d. The ENGINEER will revise the PER in response to the CLIENT'S comments, and furnish final copies of the PER to the CLIENT and the Agency.
2. Environmental Report – ENGINEER will prepare an ER for the proposed project in accordance with the requirements of the Agency.
- a. The ER process will include Agency consultation, data collection and compilation, site inspection, and preparation of the report.
  - b. The scope of the ER DOES NOT at this time include conducting specialized environmental surveys, such as threatened and endangered species (T&E) surveys, cultural surveys, wetland surveys, etc. As required, a separate cost proposal will be provided to add these surveys to the scope of work when the required scope and extent of the surveys are determined, and the surveys will be performed by specialized sub consultants in these fields.
  - c. The final ER will be submitted to the Agency for review and comment.
3. Additional Engineering Services – The following engineering services are not included under previous phases of this contract, but may be added as additional work at the request of the CLIENT and concurrence by ENGINEER.
- a. Changes to the final PER and ER that are requested by the CLIENT after the final reports have been accepted by the CLIENT and the Agency.
  - b. Appearances before courts or boards on matters of litigation related to the project.
  - c. Additional engineering analysis, evaluations, studies, or reports beyond those described in the scope of work of this work release.

#### **ARTICLE 4. CLIENT'S RESPONSIBILITIES**

CLIENT's responsibilities will be as follows:

a) Access to Property:

CLIENT will arrange for access to and make all provisions for ENGINEER to enter upon public and private property as required by the ENGINEER to perform his services.

b) Notices:

CLIENT will give prompt written notice to ENGINEER, whenever CLIENT becomes aware of developments that affect the scope of timing of the Engineering Services.

c) Access to Records:

CLIENT will make available to ENGINEER those records designated by ENGINEER as being necessary for the development of the PROJECT.

## **ARTICLE 5. PERIOD OF PERFORMANCE OF WORK**

Work is to begin when released by CLIENT and may continue for the duration of the contract.

1. Item 2 – PER – The PER will be completed within 90 days of the execution of this work release.
2. Item 3 – ER – The ER will be completed within 120 days of the execution of this work release.

## **ARTICLE 6. COMPENSATION**

The CLIENT agrees to compensate the ENGINEER for the services described in the scope of work of this work release as follows:

1. For Item 2 – PER, the CLIENT agrees to compensate the ENGINEER for the lump sum amount of Fifteen Thousand Dollars (\$15,000).
2. For Item 3 – ER, The CLIENT agrees to compensate the Engineer for the lump sum amount of Nineteen Thousand Dollars (\$19,000).

## **ARTICLE 7. INVOICING**

Instructions and invoices submitted pursuant to this Work Release shall be sent to:

MILFORD CITY  
PO BOX 69  
MILFORD, UT 84751

Invoices shall be submitted monthly based on the prior month's effort, and are due and payable within (30) thirty days.

## **ARTICLE 8. DESIGNATED REPRESENTATIVES**

Pursuant to Section 13.1 of the Agreement, designated representatives for the relevant project shall be, unless otherwise notified; notices shall be given as follows:

CLIENT  
Nolan Davis  
PO Box 69  
Milford, UT 84751  
435-387-2711

ENGINEER  
Jesse Ralphs, PE  
Sunrise Engineering, Inc.  
25 E. 500 N.  
Fillmore, UT 84631  
435-743-6151

**SUNRISE ENGINEERING**  
**FEE SCHEDULE**  
**EXHIBIT A**

Work Code	Work Classification	Hourly Rate	Work Code	Work Classification	Hourly Rate
101	Engineer Intern (E.I.T.) I	\$91	404	CAD Drafter IV	\$95
102	Engineer Intern (E.I.T.) II	\$99	451	Training Specialist I	\$79
103	Engineer III	\$125	452	Training Specialist II	\$94
104	Engineer IV	\$141	455	Training Specialist	\$113
105	Engineer V	\$159	456	Training Manager	\$127
110	Principal Engineer	\$184	460	Training Director	\$159
121	Electrical Engineer Intern (E.I.T.) I	\$103	500	Funding Specialist	\$115
122	Electrical Engineer Intern (E.I.T.) II	\$113	510	Plan Reviewer	\$107
123	Electrical Engineer III	\$130	511	Building Inspector I	\$61
124	Electrical Engineer IV	\$150	512	Building Inspector II	\$84
125	Electrical Engineer V	\$165	513	Building Inspector III	\$105
126	Principal Electrical Engineer	\$185	525	Building Official	\$122
301	Engineering Tech I	\$71	604	GIS Tech	\$89
302	Engineering Tech II	\$86	611	GIS Specialist	\$99
303	Engineering Tech III	\$99	51	Administrative I	\$42
304	Engineering Tech IV	\$121	52	Administrative II	\$53
311	Electrical Tech I	\$79	53	Administrative III	\$68
312	Electrical Tech II	\$89	721	Water Rights Specialist I	\$91
313	Electrical Tech III	\$99	722	Water Rights Specialist II	\$102
314	Electrical Tech IV	\$109	723	Water Rights Specialist III	\$116
315	Electrical Tech V	\$119	921	Survey Tech	\$71
351	Construction Observer I	\$61	930	Survey CAD Tech	\$90
352	Construction Observer II	\$81	935	One Man Survey Crew	\$123
353	Construction Observer III	\$89	940	Survey Manager	\$133
354	Construction Observer IV	\$99	945	Registered Surveyor	\$146
401	CAD Drafter I	\$63	950	Principal Surveyor	\$165
402	CAD Drafter II	\$73			
403	CAD Drafter III	\$85			

**REIMBURSABLE EXPENSE SCHEDULE**

Expense	Rate	Mark-Up
Mileage	\$0.59 per mile	N/A
Field Vehicle (on site)	\$50 per day	N/A
Per Diem Meals	\$57 per day	N/A
Troxler Nuclear Density Gauge	\$40 per day	N/A
High Density Scanner	\$150 per hour	N/A
Material Testing Lab Work	Actual Cost	15%
Outside Consultants, Aerial Photography, etc.	Actual Cost	15%
Lodging	Actual Cost	10%
Other Expenses incurred	Actual Cost	10%

Fee schedule will automatically change once per year in January, and is subject to change on other occasions.

Base 02-2016



MILFORD CITY, A Municipal Corporation

RESOLUTION NO. 9-2016

A RESOLUTION AUTHORIZING MILFORD CITY TO PAY  
THE EMPLOYER "PICK-UP" OF THE URS CONTRIBUTIONS

**WHEREAS**, the Milford City Council deem it necessary to annually approve the employer "pick-up" of the URS contributions.

**BE IT RESOLVED** by the City Council of Milford, Utah that the City of Milford will pay the employer pick-up of the URS Contribution for fiscal year July 1, 2016 to June 30, 2017.

**Section 1. URS Contribution Rate.** The contribution rate is 2.65% for all full-time employees.

**Section 2. Effective Date.** This Resolution shall be and become effective on the 21st day of June, 2016 by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Absent: \_\_\_\_\_

\_\_\_\_\_

Milford City

By: \_\_\_\_\_

Nolan Davis, Mayor

Attest:

\_\_\_\_\_

Monica D. Seifers, City Recorder



MILFORD CITY, A Municipal Corporation

RESOLUTION NO. 10-2016

A RESOLUTION SETTING AND ADJUSTING THE APPROVED VENDOR LIST

**WHEREAS**, the Milford City Council deem it necessary to set an approved vendor list for the Milford City Accounts Payable Department.

**BE IT RESOLVED** by the City Council of Milford, Utah that the following Vendor's are exempt from obtaining Purchase Orders and/or completing a Vendor Approval, Expense Report or Purchase Authorization Forms; because the City of Milford has an agreement with the vendor for fiscal year July 1, 2016 to June 30, 2017.

This list shall be reviewed and approval by the Milford City Council annually as well as monthly a council member will spot check transactions made to the following vendors.

**Section 1. Approved Vendor List for the City of Milford.** It is hereby ordered that the following vendors are exempt from obtaining a Purchase Order as well as any other authorization before issuing payment by the Milford City Accounts Payable Department.

Vendor #	Vendor	Reason
1060	Amerigas Propane, LP	Cylinder Rental
1080	Armstrong Consultants, Inc	Airport Consultant
1170	Beaver County Animal Control	Animal Control Agreement
1175	Beaver County Building Dept.	Building Inspector Agreement
1190	Beaver County Sheriff	Police Service Contract
1230	Blue Stakes of Utah	Blue Stakes
1325	Caselle	Computer Support and/or Clarity Program
1420	Washington Nationals Ins Co	Supplemental Employee Insurance
1535	Dish Network	Senior Citizens Satellite Agreement
1785	Hinton, Burdick, Hall & Spilker	Auditing Service Agreement
1850	Infobytes	Website Agreement
1860	WorkforceQa	UDOT Random Drug Tests
1925	Leo G. Kanell	Attorney Service Agreement
2240	Mount Olympus Water	Drinking Water Airport/Office
2390	Pitney Bowes	Postage Meter Lease Agreement **Supplies requires a PO
2445	Public Employee Health Program	Employee Insurance Coverage
2480	Questar Gas	Monthly Utility Bills
2560	Rocky Mountain Power	Monthly Utility Bills
2645	Scholzen Products	Chlorine Cylinder Rental **All other purchases require a PO
2680	South Central Communications	Monthly Utility Bills
2695	Southern Utah University	Water Samples
2760	State of Utah Gascard	Monthly Fuel Charges
2765	State of Utah Technology Services	Internet Agreement
3020	Utah League of Cities & Towns	Annual Dues

3025	Utah Local Government Trust	Worker Comp/AD, LTC, and AD&D
3090	Waste Management Serv. Dist #5	Garbage Billing Agreement
3120	Wells Fargo Financial	Fairway Mower Payment
3196	Verizon Wireless	Monthly Cell Phone Bill
3197	Unifirst Corporation	Bi-Weekly Charges for Rugs
3204	Ascent Aviation Group, Inc	Monthly Credit Card Machine Lease **Fuel Purchases requires a PO
3217	Unifirst Corporation	Weekly Charges for the Crews Uniforms
3224	Liberty National	Supplemental Employee Insurance
3225	Hughes & Sons	Dumpster Garbage Contract
3311	Documents Solutions	Copy Machine Contract
3280	Sunrise Engineering	Engineering Services set by contracts
3336	Secure Instant Payments	Credit Card Machine Services for Admin Office

**Section 2. Effective Date.** This Resolution shall be and become effective on the 21st day of June, 2016 by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Absent: \_\_\_\_\_  
 \_\_\_\_\_

Milford City

By: \_\_\_\_\_

Nolan Davis, Mayor

Attest:

\_\_\_\_\_

Monica D. Seifers, City Recorder



**MILFORD CITY, A Municipal Corporation**

**RESOLUTION NO. 11-2016**

**A RESOLUTION ADOPTING BUDGETS AND APPROPRIATING FUNDS AND CONVERTING EXPENDITURES FOR THE MAINTENANCE AND OPERATION OF THE VARIOUS FUNDS OF THE CITY OF MILFORD FOR THE FISCAL YEAR JULY 1, 2016 TO JUNE 30, 2017.**

**BE IT RESOLVED** by the City Council of the City of Milford:

That in accordance with the Uniform Fiscal Procedures Act of Utah Cities, Section 1-6-101 through 159, Utah Code annotated as amended 1953, the following budget is hereby adopted for the City of Milford for the fiscal year July 1, 2016 to June 30, 2017, and there is hereby appropriated out of the City Treasury from estimated revenues, the following sums for the purpose hereinafter set forth for the year ending June 30, 2017.

(See Attached sheets for various fund budgets)

**Section 2. Effective Date.** This Resolution shall take effect immediately upon passage.

Passed by a vote of at least two-thirds of the governing body of the City Council of Milford, Utah this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by the following vote:

Ayes: _____	Nays: _____
_____	_____
_____	_____
_____	_____
_____	_____

Absent: \_\_\_\_\_  
\_\_\_\_\_

Milford City

By: \_\_\_\_\_  
Nolan Davis, Mayor

Attest:

\_\_\_\_\_  
Monica D. Seifers, City Recorder

# Final Budget 2016-2017

		Prior Year 6/30/2015	Current YTD Actual 6/30/2016	Proposed Budget 6/30/2017
	<b><u>Taxes</u></b>			
10-31-100	Property Taxes-Current	\$118,638.47	\$124,319.15	\$139,784.00
10-31-200	Property Taxes-Delinquent	\$9,762.41	\$8,363.12	\$10,000.00
10-31-300	Sales and Use Tax	\$316,152.32	\$264,656.66	\$295,000.00
10-31-400	Cablevision Franchise Tax	\$866.28	\$735.26	\$1,000.00
10-31-402	Pacificorp Franchise Tax	\$148,498.57	\$145,482.87	\$145,000.00
10-31-403	Questar Franchise Tax	\$40,054.47	\$35,189.41	\$40,000.00
10-31-408	Telecommunications Tax Revenue	\$25,706.70	\$21,121.45	\$25,000.00
10-31-700	Fee-in-Lieu of Personal Prop.	\$41,085.23	\$35,979.55	\$25,000.00
	<b>Total Taxes</b>	<b>\$700,764.45</b>	<b>\$635,847.47</b>	<b>\$680,784.00</b>
	<b><u>Licenses and Permits</u></b>			
10-32-100	Business License and Permits	\$5,590.00	\$6,105.00	\$5,500.00
10-32-210	Building Permits	\$19,457.86	\$9,043.38	\$6,000.00
10-32-220	Impact Fees - General Fund	\$3,794.07	\$1,105.70	\$1,085.00
10-32-230	Other Development Revenue	\$580.00	\$460.00	\$1,000.00
	<b>Total Licenses and Permits</b>	<b>\$29,421.93</b>	<b>\$16,714.08</b>	<b>\$13,585.00</b>
	<b><u>Intergovernmental Revenue</u></b>			
10-33-550	County Allotment - Library	\$43,152.88	\$35,200.00	\$35,200.00
10-33-560	Class "C" Road Funds	\$72,138.14	\$72,948.23	\$72,000.00
10-33-700	Airport Grant Revenue	\$142,827.35	\$416,699.68	\$0.00
10-33-701	Library Grant Revenue	\$6,438.00	\$5,400.00	\$5,400.00
10-33-702	Library Small Grant Revenue	\$3,530.00	\$0.00	\$5,000.00
	<b>Total Intergovernmental Revenue</b>	<b>\$264,556.37</b>	<b>\$530,247.91</b>	<b>\$117,600.00</b>
	<b><u>Charges for Services</u></b>			
10-34-600	City Recreation-Mens Softball	\$2,200.00	\$955.00	\$1,000.00
10-34-601	City Recreation-Coed Softball	\$1,245.00	\$1,195.00	\$1,400.00
10-34-602	City Recreation-Womens Softbal	\$0.00	\$0.00	\$0.00
10-34-603	City Recreation-Summer Youth	\$3,025.00	\$2,925.00	\$3,000.00
10-34-605	City Recreation - Flag Footbal	\$700.00	\$725.00	\$850.00
10-34-606	City Recreation- Full Football	\$2,745.96	\$3,456.38	\$3,500.00
10-34-607	City Recreation-Babe Ruth	\$1,870.00	\$3,503.67	\$2,000.00
10-34-608	City Recreation - Volleyball	\$725.00	\$1,130.00	\$750.00
10-34-609	City Recreation - Wrestling	\$4,421.20	\$1,435.00	\$7,000.00
10-34-610	City Recreation-Boy Basketball	\$2,175.00	\$3,470.00	\$3,500.00
10-34-620	City Recreation - Soccer	\$0.00	\$0.00	\$0.00
10-34-630	City Recreation - Cal Ripken	\$6,933.50	\$8,232.33	\$7,000.00
10-34-640	City Recreation-Girl Basketbal	\$1,255.00	\$2,245.00	\$2,200.00
10-34-650	City Recreation - Track/Field	\$0.00	\$700.00	\$1,000.00
10-34-720	Golf Fees	\$3,325.50	\$3,000.00	\$3,000.00

# Final Budget 2016-2017

		Prior Year 6/30/2015	Current YTD Actual 6/30/2016	Proposed Budget 6/30/2017
<b><u>Charges for Services</u></b>				
10-34-730	Swim Fees	\$12,374.90	\$11,109.95	\$10,000.00
10-34-732	Swim Pool - County M&O	\$93,051.60	\$104,203.00	\$104,203.00
10-34-740	Recreation Complex Donations	\$1,950.00	\$0.00	\$0.00
10-34-750	Miscellaneous Revenue-Recreat	\$237.34	\$0.00	\$0.00
10-34-760	July 4th Revenue	\$27,954.02	\$17,274.76	\$18,000.00
10-34-770	Christmas Light Project	\$1,000.00	\$1,495.00	\$2,500.00
10-34-780	Christmas Light Parade	\$0.00	\$0.00	\$1,000.00
10-34-810	Sale of Cemetery Lots	\$3,500.00	\$2,560.00	\$3,000.00
10-34-820	Perpetual Care	\$720.00	\$780.00	\$1,000.00
10-34-830	Cemetery Opening and Closing	\$4,700.00	\$2,200.00	\$2,500.00
10-34-840	Collection Costs - Garbage	\$83,127.58	\$76,926.97	\$85,000.00
10-34-900	Airport County Donation	\$1,000.00	\$1,000.00	\$1,000.00
10-34-910	Airport Fuel Sales	\$88,360.65	\$59,254.72	\$74,000.00
10-34-920	Hanger and Tie Down	\$3,120.00	\$6,860.00	\$6,500.00
<b>Total Charges for Services</b>		<b>\$351,717.25</b>	<b>\$316,636.78</b>	<b>\$344,903.00</b>
<b><u>Miscellaneous Revenue</u></b>				
10-36-100	Sale of Property-General Fund	\$0.00	\$0.00	\$0.00
10-36-101	Sale of Property-Golf Course	\$0.00	\$0.00	\$0.00
10-36-200	Rental Income	\$0.00	\$0.00	\$0.00
10-36-300	Building Rentals and Leases	\$21,839.08	\$39,935.41	\$20,000.00
10-36-310	Concession Revenue	\$150.00	\$0.00	\$0.00
10-36-400	TV Property Lease	\$0.00	\$0.00	\$0.00
10-36-500	Recreation Complex Revenue	\$0.00	\$0.00	\$0.00
10-36-600	Television Income	\$0.00	\$0.00	\$0.00
<b>Total Miscellaneous Revenue</b>		<b>\$21,989.08</b>	<b>\$39,935.41</b>	<b>\$20,000.00</b>
<b><u>Interest/Other</u></b>				
10-38-100	Interest Earnings/General Fund	\$1,658.04	\$3,554.90	\$3,500.00
10-38-200	Interest Earnings/Rec Complex	\$0.00	\$0.00	\$0.00
10-38-300	Other Financing Sources	\$0.00	\$0.00	\$0.00
10-38-400	Library Fines and Fees	\$2,675.52	\$1,063.01	\$1,000.00
10-38-500	Summer Reading Donations	\$1,790.00	\$995.00	\$600.00
10-38-900	Miscellaneous Revenue	\$182,825.39	\$267,390.11	\$44,500.00
10-38-901	Appropriation of Fund Balances	\$0.00	\$0.00	\$0.00
10-38-902	Appropriation of Fund Bal/Rec	\$0.00	\$0.00	\$0.00
<b>Total Interest/Other</b>		<b>\$188,948.95</b>	<b>\$273,003.02</b>	<b>\$49,600.00</b>
<b><u>Contributions and Transfers</u></b>				
10-39-100	Transfer from Water Fund	\$0.00	\$0.00	\$0.00
10-39-200	Transfer from Sewer Fund	\$0.00	\$0.00	\$0.00
<b>Total Contributions and Transfers</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>General Fund Revenue Totals</b>		<b>\$1,557,398.03</b>	<b>\$1,812,384.67</b>	<b>\$1,226,472.00</b>

# Final Budget 2016-2017

		Prior Year 6/30/2015	Current YTD Actual 6/30/2016	Proposed Budget 6/30/2017
<b><u>Legislative</u></b>				
10-41-110	Salaries - Mayor and Council	\$24,000.00	\$22,000.00	\$31,200.00
10-41-130	Benefits - Mayor and Council	\$3,146.30	\$2,513.20	\$3,500.00
10-43-110	Salaries & Wages - Administrator/Trea	\$42,251.72	\$41,366.93	\$47,906.82
10-43-111	Salaries & Wages - Admin Asst	\$15,573.19	\$15,868.67	\$30,472.00
10-43-112	Salaries & Wages - Engineer	\$0.00	\$0.00	\$0.00
10-43-113	Salaries & Wages - Recorder	\$37,055.83	\$0.00	\$0.00
10-43-114	Salaries & Wages - Janitorial	\$0.00	\$0.00	\$0.00
10-43-130	Benefits - Administrator/Treasurer	\$35,148.59	\$33,954.64	\$36,865.37
10-43-131	Benefits - Admin Asst	\$1,682.63	\$1,447.41	\$30,222.00
10-43-132	Benefits - Engineer	\$0.00	\$0.00	\$0.00
10-43-133	Benefits - Recorder	\$33,447.50	\$0.00	\$0.00
10-43-134	Benefits - Janitorial	\$0.00	\$0.00	\$0.00
10-43-210	Dues, Subscriptions & Donation	\$1,744.24	\$1,488.40	\$1,500.00
10-43-215	DOT Drug Program	\$300.00	\$225.00	\$350.00
10-43-220	Notices and Publications	\$446.37	\$855.60	\$1,500.00
10-43-230	Travel and Conferences	\$3,548.44	\$3,941.36	\$6,000.00
10-43-240	Office Supplies and Expense	\$8,896.41	\$13,342.50	\$10,000.00
10-43-241	Programing and Equipment	\$14,396.23	\$22,220.82	\$13,853.28
10-43-242	Planning and Zoning Expense	\$0.00	\$0.00	\$1,000.00
10-43-243	Tree Board Expense	\$375.00	\$573.82	\$1,000.00
10-43-244	Economic Development	\$0.00	\$10,000.00	\$10,000.00
10-43-270	Utilities - Office	\$9,622.98	\$6,536.45	\$7,500.00
10-43-272	Utilities - Television	\$248.70	\$242.30	\$330.00
10-43-280	Telephone - Office	\$5,133.20	\$3,709.44	\$5,000.00
10-43-290	Lease Payment 405 South Main	\$5,004.98	\$10,800.00	\$12,000.00
10-43-510	Insurance and Bonds	\$40,966.16	\$43,990.01	\$42,000.00
10-43-520	Inmate Incidentals	\$0.00	\$0.00	\$600.00
10-43-610	Miscellaneous - General Fund	\$151,301.48	\$258,258.73	\$6,000.00
10-43-620	Employees Spot Awards	\$0.00	\$0.00	\$1,000.00
10-43-920	Transfer to Debt Service Fund	\$0.00	\$0.00	\$0.00
<b>Total Legislative</b>		<b>\$434,289.95</b>	<b>\$493,335.28</b>	<b>\$299,799.47</b>
<b><u>Non-Departmental</u></b>				
10-50-310	Audit Services	\$10,767.50	\$11,062.50	\$11,500.00
10-50-320	Attorney Retainer	\$6,002.45	\$5,500.00	\$6,000.00
10-50-321	Legal Fees	\$2,761.00	\$2,037.50	\$2,000.00
10-50-340	Fire Control Contribution	\$1,800.00	\$1,800.00	\$1,800.00
10-50-350	Building Inspections	\$15,920.59	\$6,728.10	\$8,000.00
10-50-360	Small Claims Fees	\$140.00	\$142.50	\$200.00
10-50-370	Interest Earned Expense	\$0.00	\$0.00	\$0.00
10-50-380	Sheriff's Contract	\$134,439.30	\$135,982.92	\$135,982.92
10-50-390	Animal Control Contribution	\$11,038.84	\$10,116.42	\$10,500.00

## Final Budget 2016-2017

		Prior Year 6/30/2015	Current YTD Actual 6/30/2016	Proposed Budget 6/30/2017
<b>Total Non-Departmental</b>		\$182,869.68	\$173,369.94	\$175,982.92
<b><u>General Governmental Buildings</u></b>				
10-51-110	Salaries & Wages - Janitorial	\$6,411.04	\$0.00	\$0.00
10-51-112	Salaries & Wages - Maintenance	\$0.00	\$0.00	\$0.00
10-51-130	Benefits - Janitorial	\$838.28	\$0.00	\$0.00
10-51-131	Benefits - Maintenance	\$0.00	\$0.00	\$0.00
10-51-270	Utilities - Senior Citizen Cen	\$4,753.64	\$4,366.51	\$4,500.00
10-51-480	Repairs and Main - Buildings	\$20,867.90	\$8,166.21	\$25,000.00
10-51-481	Buildings - Senior Citizen Cen	\$1,131.38	\$161.07	\$1,000.00
<b>Total General Governmental Buildings</b>		\$34,002.24	\$12,693.79	\$30,500.00
<b><u>Streets Department</u></b>				
10-61-110	Salaries & Wages-Crossing Gds	\$9,864.30	\$11,132.46	\$10,830.78
10-61-130	Benefits - Crossing Guards	\$1,294.97	\$1,270.44	\$1,300.00
10-61-230	Fuel - Streets	\$3,794.47	\$3,852.31	\$6,500.00
10-61-480	Streets - Oil and Chips	\$55,311.00	\$57,000.00	\$57,000.00
10-61-481	Streets - Maintenance	\$7,432.10	\$16,027.01	\$25,000.00
10-61-482	Streets - Equipment	\$8,128.38	\$10,487.46	\$26,000.00
10-61-483	Streets - Lights	\$28,407.80	\$24,389.48	\$27,000.00
10-61-610	Equipment Lease	\$0.00	\$0.00	\$900.00
10-61-740	Capital Outlay - Equipment	\$0.00	\$19,470.33	\$26,147.89
<b>Total Streets Department</b>		\$114,233.02	\$143,629.49	\$180,678.67
<b><u>Parks</u></b>				
10-70-110	Salaries & Wages - Parks	\$7,979.21	\$8,061.21	\$9,084.40
10-70-111	Salaries & Wages - Part Time	\$0.00	\$7,339.50	\$13,000.00
10-70-130	Benefits - Parks Reg	\$7,769.65	\$7,694.39	\$7,973.54
10-70-131	Benefits - Parks	\$0.00	\$683.41	\$1,300.00
10-70-250	Equipment Supplies & Main.	\$4,963.54	\$4,445.57	\$5,000.00
10-70-260	Parks Maintenance	\$2,457.41	\$2,308.61	\$9,500.00
10-70-610	Caboose Park Expenditures	\$433.27	\$409.00	\$500.00
10-70-620	Recreation Complex Expense	\$4,888.37	\$4,645.42	\$5,000.00
10-70-630	Cemetery Maintenance	\$1,327.35	\$1,423.11	\$4,000.00
10-70-640	Pavilion Expense	\$189.23	\$135.97	\$250.00
10-70-650	Veteran's Park Expenditures	\$1,453.27	\$1,248.30	\$1,500.00
10-70-660	Milford Lions Contribution	\$0.00	\$3,000.00	\$4,900.00
10-70-740	Capital Outlay - Parks	\$0.00	\$0.00	\$26,600.00
<b>Total Parks</b>		\$31,461.30	\$41,394.49	\$88,607.94
<b><u>Garbage Collection</u></b>				
10-71-420	Garbage - Dumpster Fees	\$3,813.88	\$4,354.36	\$3,500.00
10-71-430	Garbage - Collection Fees	\$80,094.25	\$67,368.49	\$84,000.00
<b>Total Garbage Collection</b>		\$83,908.13	\$71,722.85	\$87,500.00

## Final Budget 2016-2017

		Prior Year 6/30/2015	Current YTD Actual 6/30/2016	Proposed Budget 6/30/2017
	<b><u>Recreation</u></b>			
10-72-110	Salaries & Wages-Recreation	\$1,092.00	\$1,092.00	\$1,092.00
10-72-130	Benefits - Recreation	\$142.72	\$124.59	\$150.00
10-72-250	City Recreation-Mens Softball	\$773.00	\$1,094.00	\$1,100.00
10-72-251	City Recreation-Coed Softball	\$1,095.90	\$1,371.91	\$1,400.00
10-72-252	City Recreation-Women Softball	\$0.00	\$0.00	\$0.00
10-72-253	City Recreation - Summer Youth	\$2,590.30	\$2,836.55	\$3,000.00
10-72-255	City Recreation-Flag Football	\$488.32	\$777.00	\$800.00
10-72-256	City Recreation-Football Full	\$507.98	\$3,464.70	\$3,500.00
10-72-257	City Recreation-Babe Ruth	\$2,452.92	\$3,466.97	\$3,200.00
10-72-258	City Recreation-Volleyball	\$388.54	\$707.56	\$750.00
10-72-259	City Recreation-Wrestling	\$3,513.11	\$1,857.00	\$8,000.00
10-72-260	City Recreation-Boy Basketball	\$1,120.26	\$3,415.00	\$3,500.00
10-72-261	City Recreation - Soccer	\$0.00	\$0.00	\$0.00
10-72-262	City Recreation - Cal Ripken	\$7,304.05	\$7,907.13	\$7,500.00
10-72-263	City Recreation-Girl Basketbal	\$380.37	\$527.75	\$2,500.00
10-72-264	City Recreation-Track/Field	\$0.00	\$252.00	\$1,000.00
10-72-270	Utilities - Ball Park	\$0.00	\$0.00	\$2,000.00
10-72-530	Christmas Light Parade	\$0.00	\$0.00	\$1,000.00
10-72-540	Christmas Light Project	\$799.59	\$638.35	\$2,500.00
10-72-550	July 4th Expense	\$20,458.74	\$9,839.76	\$24,000.00
10-72-560	Concession Expense	\$475.84	\$527.74	\$550.00
10-72-610	Miscellaneous Expense-Rec.	\$3,083.80	\$2,673.82	\$1,000.00
	<b>Total Recreation</b>	<b>\$46,667.44</b>	<b>\$42,573.83</b>	<b>\$68,542.00</b>
	<b><u>Golf Fund</u></b>			
10-73-110	Salaries & Wages- Golf Course	\$6,500.00	\$8,135.78	\$8,500.00
10-73-130	Benefits - Golf Course	\$849.12	\$930.37	\$1,000.00
10-73-250	Repairs and Maintenance	\$3,562.24	\$3,482.72	\$5,000.00
10-73-270	Utilities - Golf Course	\$2,041.76	\$1,685.39	\$3,200.00
10-73-480	Equipment & Supplies	\$232.73	\$262.73	\$1,000.00
10-73-610	Miscellaneous Expense-Golf	\$0.00	\$0.00	\$0.00
10-73-740	Capital Outlay-Golf Course	\$9,762.48	\$9,762.48	\$0.00
	<b>Total Golf Fund</b>	<b>\$22,948.33</b>	<b>\$24,259.47</b>	<b>\$18,700.00</b>
	<b><u>Swimming Pool</u></b>			
10-74-110	Salaries & Wages-Manager	\$3,228.75	\$3,106.51	\$6,000.00
10-74-111	Salaries & Wages - Lifeguards	\$18,563.73	\$15,172.51	\$26,000.00
10-74-130	Benefits-Manager	\$420.17	\$355.35	\$1,000.00
10-74-131	Benefits - Lifeguards	\$2,421.55	\$1,735.91	\$2,250.00
10-74-250	Equipment Supplies & Main.	\$7,442.27	\$6,342.49	\$9,000.00
10-74-270	Utilities - Swimming Pool	\$13,800.61	\$9,801.92	\$10,000.00
10-74-280	Telephone - Swimming Pool	\$254.48	\$113.22	\$300.00
10-74-610	Miscellaneous Expense-Swimming	\$626.68	\$337.11	\$2,000.00
10-74-740	Capital Outlay - Swimming Pool	\$436.50	\$15,414.23	\$47,653.00
	<b>Total Swimming Pool</b>	<b>\$47,194.74</b>	<b>\$52,379.25</b>	<b>\$104,203.00</b>

# Final Budget 2016-2017

		Prior Year 6/30/2015	Current YTD Actual 6/30/2016	Proposed Budget 6/30/2017
<b><u>Library</u></b>				
10-75-110	Salaries & Wages - Librarian	\$17,012.73	\$15,888.80	\$17,000.00
10-75-111	Salaries & Wages - Part Time	\$5,589.15	\$15,972.15	\$20,000.00
10-75-130	Benefits - Librarian	\$2,304.09	\$1,823.71	\$1,700.00
10-75-131	Benefits - Part Time	\$593.38	\$1,815.53	\$2,000.00
10-75-230	Travel & Conferences-Library	\$837.64	\$319.35	\$400.00
10-75-250	Equipment Supplies & Main.	\$1,872.05	\$1,219.14	\$1,200.00
10-75-251	Office Supplies - Library	\$900.00	\$857.47	\$900.00
10-75-252	Book Purchase - Library	\$2,950.94	\$3,000.00	\$3,000.00
10-75-253	Library Expense from Treasury	\$300.00	\$4,995.99	\$1,500.00
10-75-254	Summer Reading Expense	\$1,236.29	\$690.68	\$600.00
10-75-270	Utilities - Library	\$5,574.71	\$3,902.81	\$4,700.00
10-75-271	Fuel - Library	\$0.00	\$0.00	\$0.00
10-75-280	Telephone - Library	\$1,010.57	\$1,412.52	\$1,500.00
10-75-290	Utilities - Internet	\$0.00	\$1,143.00	\$1,140.00
10-75-470	Library Grant CLEF	\$0.00	\$6,495.29	\$5,400.00
10-75-480	Library Grant Expenditures	\$3,000.00	\$4,979.08	\$5,000.00
10-75-610	Miscellaneous - Library	\$650.00	\$593.22	\$600.00
10-75-620	Paid Up Insurance	\$0.00	\$0.00	\$0.00
10-75-740	Capital Outlay - Equipment	\$2,840.00	\$2,730.61	\$3,018.00
10-75-910	Transfer to MBA Fund	\$10,000.00	\$0.00	\$10,000.00
<b>Total Library</b>		<b>\$56,671.55</b>	<b>\$67,839.35</b>	<b>\$79,658.00</b>
<b><u>Airport</u></b>				
10-76-110	Salaries & Wages - Manager	\$0.00	\$0.00	\$0.00
10-76-111	Salaries & Wages - Part Time	\$4,670.03	\$6,654.15	\$7,200.00
10-76-130	Benefits - Manager	\$609.86	\$0.00	\$0.00
10-76-131	Benefits - Part Time	\$0.00	\$1,199.41	\$1,200.00
10-76-230	Travel and Conferences	\$0.00	\$235.84	\$250.00
10-76-250	Repairs and Maintenance	\$11,085.29	\$9,978.89	\$10,000.00
10-76-260	Office & Runway Improvements	\$87,172.00	\$436,574.78	\$5,000.00
10-76-270	Utilities - Airport	\$2,655.54	\$2,629.30	\$2,500.00
10-76-280	Telephone - Airport	\$1,796.23	\$1,286.16	\$1,800.00
10-76-290	Credit Card Processing Fee	\$3,239.24	\$2,541.73	\$2,500.00
10-76-481	Fuel Purchase - Jet A	\$44,759.86	\$19,749.10	\$25,000.00
10-76-482	Fuel Purchase - 100 LL	\$32,534.27	\$22,497.21	\$35,000.00
10-76-483	Airport Concession Expense	\$0.00	\$0.00	\$0.00
10-76-610	Miscellaneous - Airport	\$64,756.89	\$1,587.98	\$1,850.00
10-76-621	Aviation Excise Tax	\$0.00	\$0.00	\$0.00
10-76-740	Capital Outlay - Equipment	\$0.00	\$0.00	\$0.00
<b>Total Airport</b>		<b>\$253,279.21</b>	<b>\$504,934.55</b>	<b>\$92,300.00</b>
<b>Revenue to Remove General Fund Deficit</b>		<b>\$249,872.44</b>	<b>\$161,908.90</b>	<b>\$0.00</b>
<b>Total General Fund Expenditures</b>		<b>\$1,307,525.59</b>	<b>\$1,628,132.29</b>	<b>\$1,226,472.00</b>
<b>Revenues Minus Expenses</b>		<b>\$0.00</b>	<b>\$22,343.48</b>	<b>\$0.00</b>

# Final Budget 2016-2017

		Prior Year 6/30/2015	Current YTD Actual 6/30/2016	Proposed Budget 6/30/2017
<b>Water Fund</b>				
<b><u>Operating Revenue</u></b>				
51-37-100	Water Sales	\$330,507.91	\$443,474.74	\$330,000.00
51-37-200	Water Connection Fees	\$764.44	\$206.38	\$1,000.00
51-37-201	Impact Fees	\$8,759.31	\$2,552.70	\$2,500.00
51-37-300	Penalties & Forfeitures	\$2,600.79	\$2,533.20	\$3,500.00
51-37-600	Interest - Water Fund	\$0.00	\$279.89	\$1,800.00
51-38-900	Miscellaneous Revenue	\$1,412.80	\$21,696.25	\$1,500.00
51-38-901	Contributed Captial Revenue	\$0.00	\$0.00	\$0.00
<b>Total Operating Revenue</b>		<b>\$344,045.25</b>	<b>\$470,743.16</b>	<b>\$340,300.00</b>
<b><u>Expenditures</u></b>				
51-40-110	Salaries & Wages - Foreman	\$49,992.84	\$49,304.85	\$53,677.64
51-40-111	Salaries & Wages-Operator A&B	\$28,716.85	\$31,204.85	\$36,337.60
51-40-112	Salaries & Wages - Utility Clerk	\$0.00	\$18,173.47	\$19,605.59
51-40-130	Benefits - Foreman	\$38,194.00	\$36,863.86	\$38,705.23
51-40-131	Benefits - Operator A & B	\$30,109.70	\$30,215.07	\$31,894.16
51-40-134	Benefits - Utility Clerk	\$0.00	\$16,237.14	\$17,046.52
51-40-230	Water Fuel	\$3,783.14	\$3,840.81	\$6,000.00
51-40-250	Equipment Supplies & Main.	\$10,096.90	\$32,113.20	\$15,000.00
51-40-270	Utilities - Culinary	\$38,194.30	\$37,776.14	\$32,000.00
51-40-271	Utilities-Pressure Pump	\$8,793.38	\$9,223.14	\$8,200.00
51-40-273	Utilities-Irrigation	\$9,055.57	\$6,367.46	\$6,000.00
51-40-280	Telephone - Water	\$704.03	\$1,194.48	\$1,200.00
51-40-310	Professional/Technical Service	\$4,066.93	\$1,397.00	\$2,000.00
51-40-311	Legal and Audit Services	\$3,741.25	\$3,843.75	\$4,000.00
51-40-481	Meter Supplies and Maintenance	\$3,000.00	\$2,504.27	\$3,000.00
51-40-510	Travel and Conference	\$963.08	\$1,000.00	\$1,000.00
51-40-610	Miscellaneous Expense	\$1,077.31	\$945.79	\$1,000.00
51-40-630	Water Master Plan	\$0.00	\$42,500.00	\$0.00
51-40-650	Depreciation	\$63,291.66	\$0.00	\$50,000.00
51-40-740	Captial Outlay-Equipment	\$0.00	\$0.00	\$2,000.00
51-40-812	Bond RL 5030 Interest	\$170.00	\$390.00	\$0.00
51-40-813	Bond 3S024 Interest	\$11,934.60	\$10,860.00	\$9,630.00
51-40-820	Debt Service Interest	\$0.00	\$0.00	\$0.00
51-40-910	Transfer to General Fund	\$0.00	\$0.00	\$0.00
51-40-920	Transfer to Debt Service Fund	\$0.00	\$0.00	\$0.00
<b>Total Expenditures</b>		<b>\$305,885.54</b>	<b>\$335,955.28</b>	<b>\$338,296.74</b>
<b>Revenue Minus Expenditures</b>		<b>\$38,159.71</b>	<b>\$134,787.88</b>	<b>\$2,003.26</b>



# Final Budget 2016-2017

		Prior Year 6/30/2015	Current YTD Actual 6/30/2016	Proposed Budget 6/30/2017
<b>Sewer Fund</b>				
<b><u>Operating Revenue</u></b>				
52-37-100	Sewer Fees	\$264,584.04	\$244,325.86	\$265,000.00
52-37-201	Impact Fees	\$5,864.18	\$1,708.98	\$2,500.00
52-37-300	Connection Fees	\$0.00	\$0.00	\$0.00
52-37-400	Grants	\$0.00	\$0.00	\$0.00
52-37-500	Interest-Escrow Account	\$0.00	\$0.00	\$0.00
52-37-600	Interest - Sewer Fund	\$427.09	\$611.55	\$1,000.00
52-38-900	Miscellaneous Revenue	\$50.00	\$50.00	\$50.00
52-38-901	Contributed Capital Revenue	\$0.00	\$0.00	\$0.00
<b>Total Operating Revenue</b>		<b>\$270,925.31</b>	<b>\$246,696.39</b>	<b>\$268,550.00</b>
<b><u>Expenditures</u></b>				
52-40-110	Salaries & Wages - Leadman	\$47,124.71	\$46,724.85	\$50,009.76
52-40-111	Salaries & Wages-Operator A&B	\$23,937.64	\$24,183.64	\$27,253.20
52-40-114	Salaries & Wages - Utility Clerk	\$0.00	\$18,173.46	\$19,605.58
52-40-130	Benefits - Operator A & B	\$23,307.12	\$22,864.59	\$23,920.62
52-40-131	Benefits - Leadman	\$37,332.45	\$36,072.54	\$37,535.83
52-40-132	Benefits - Engineer	\$0.00	\$0.00	\$0.00
52-40-133	Benefits - Temp Help	-\$5,072.42	\$0.00	\$0.00
52-40-134	Benefits - Utility Clerk	\$0.00	\$16,236.46	\$17,046.51
52-40-230	Fuel - Sewer	\$3,783.14	\$3,840.81	\$5,000.00
52-40-250	Equipment Supplies & Main	\$5,162.40	\$4,524.53	\$7,000.00
52-40-270	Utilities-Electrical & Gas	\$8,103.93	\$8,017.10	\$7,500.00
52-40-280	Telephone - Sewer	\$338.54	\$333.10	\$600.00
52-40-310	Legal and Audit Services	\$3,741.25	\$3,843.75	\$4,000.00
52-40-510	Travel and Conference	\$597.00	\$724.60	\$1,000.00
52-40-610	Miscellaneous Expenses	\$722.25	\$6,114.00	\$1,000.00
52-40-650	Depreciation	\$70,245.37	\$0.00	\$60,000.00
52-40-750	Capital Outlay - Sewer	\$0.00	\$0.00	\$2,000.00
52-40-810	Bond 941 Interest	\$0.00	\$0.00	\$0.00
52-40-811	Bond 808 Principal	\$0.00	\$0.00	\$0.00
52-40-910	Transfer to General Fund	\$0.00	\$0.00	\$0.00
52-40-920	Transfer to Debt Service Fund	\$0.00	\$0.00	\$0.00
<b>Total Expenditures</b>		<b>\$219,323.38</b>	<b>\$191,653.43</b>	<b>\$263,471.50</b>
<b>Revenue Minus Expenditures</b>		<b>\$51,601.93</b>	<b>\$55,042.96</b>	<b>\$5,078.50</b>

# Final Budget 2016-2017

		Prior Year 6/30/2015	Current YTD Actual 6/30/2016	Proposed Budget 6/30/2017
	<b><u>Municipal Building Authority</u></b>			
54-37-100	Lease Payable	\$0.00	\$0.00	\$0.00
54-37-600	Interest	\$0.00	\$0.00	\$0.00
54-39-100	Transfer from General Fund	\$0.00	\$0.00	\$10,000.00
	<b>Total Revenue</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>
	<b><u>Municipal Building Authority</u></b>			
54-40-310	Audit Services	\$0.00	\$0.00	\$0.00
54-40-740	Capital Outlay - Equipment	\$0.00	\$0.00	\$10,000.00
54-40-810	Debt Service Interest	\$0.00	\$0.00	\$0.00
54-66-200	Depreciation Expense	\$0.00	\$0.00	\$0.00
	<b>Total Expenditures</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$10,000.00</b>
	<b>Revenue Minus Expenditures</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

MILFORD CITY, A Municipal Corporation

**RESOLUTION NO. 12-2016**

**A RESOLUTION SETTING THE REAL AND PERSONAL PROPERTY TAX**

**BE IT RESOLVED** by the Milford City Council there is hereby levied a tax rate on all real property within the municipality not otherwise exempted by law as follows:

**General Fund** .002217

**Total Tax Rate** .002217

**Section 2. Effective Date.** This Resolution shall take effect immediately upon passage.

Passed by the City Council of Milford, Utah this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Absent: \_\_\_\_\_

Milford City

By: \_\_\_\_\_  
Nolan Davis, Mayor

Attest:

\_\_\_\_\_  
Monica D. Seifers, City Recorder



MILFORD CITY, A Municipal Corporation

**RESOLUTION NO. 13-2016**

**A RESOLUTION OF THE CITY COUNCIL  
OF MILFORD CITY, UTAH**

**SETTING THE MILFORD CITY SALARY SCALE**

**WHEREAS**, the City of Milford has determined it to be necessary to set a Salary Scale for the City of Milford to ensure proper raises to employees as well as budget control, and;

**WHEREAS**, the City of Milford desires to set each position with a minimum and maximum pay amount. See Exhibit A, and;

**WHEREAS**, the City of Milford wishes to allow employees to move (1) one step set by Exhibit B annually until reaching Step 10. This will be implemented July 1, 2017 due to budget control, and;

**WHEREAS**, the City of Milford wishes to allow employees to move (1) one step set by Exhibit B if completing the following Certifications: (Must be a full time employee with benefits)

**Crew Members:**

- a. Water Certification
- b. Sewer Certification
- c. Pesticide License

**Administrative Office:**

- a. Notary License
- b. 2 Year College Degree related to job position
- c. 4 Year College Degree related to job position

**\*\*Certification Raises** are from this point forward, and the City of Milford wishes to deem additional certifications as approved from the City Council, and;

Upon completion of the 10 steps, no advancement will be grant for certifications.

**WHEREAS**, the City of Milford desires to allow the City Council to give Cost of Living Raises as deemed necessary. Cost of Living Raises will be given at a set rate for Full Time and Part Time Employees (no percentage raises). For Example in FY 2016-2017--Full Time Employees will receive 0.60 increase and Part Time Employees will receive 0.20 increase. Said increase shall reflect on Exhibit B Schedule to ensure proper movement with the wage schedule, and;

**WHEREAS**, the City of Milford desires to follow Exhibit B when hiring a new employee for the City of Milford, and;

**WHEREAS**, the City of Milford wishes to implement a longevity stipend to the employees, raises will be given on the anniversary date of each employee as follows:

- |                                      |            |
|--------------------------------------|------------|
| a. Ten (10) Years of Service         | \$500.00   |
| b. Fifteen (15) Years of Service     | \$1,000.00 |
| c. Twenty (20) Years of Service      | \$1,500.00 |
| d. Twenty-Five (25) Years of Service | \$2,000.00 |

**\*\*The City Council wishes to give all existing employees the necessary longevity raises for their years of service to date, and;**

**WHEREAS**, the Mayor and City Council wish to offer spot recognition awards to employees for high performance. Spot Awards shall be voted on by the entire City Council. Exhibit C must be completed to make a nomination, and;

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of Milford, Utah does hereby set the City of Milford Salary Scale.

Passed by the City Council of Milford, Utah this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by the following vote:

Ayes: _____	Nays: _____
_____	_____
_____	_____
_____	_____
_____	_____

Absent: \_\_\_\_\_  
\_\_\_\_\_

Milford City

By: \_\_\_\_\_  
Nolan Davis, Mayor

Attest:

\_\_\_\_\_  
Monica D. Seifers, City Recorder

## Exhibit A Classification Plan and Wage

1	City Administrator/Treasurer	\$18.00	\$26.00
2	Recorder	\$11.00	\$19.00
3	Administrative Asst	\$11.00	\$19.00
4	Foreman	\$17.00	\$25.00
5	Lead Man	\$16.00	\$24.00
6	Crew Operators	\$11.00	\$19.00
7	Library Director	\$8.00	\$14.00
8	Library Assistants	\$8.00	\$12.00
9	Swimming Pool Manager	\$8.00	\$14.00
10	Crossing Guards	\$8.00	\$12.00
11	Seasonal Crew Positions	\$8.00	\$12.00

## Exhibit B Wage Schedule

### Milford City Employee Wage Schedule FY 2016-2017, Cola Increase Included

Positions	Steps									
	1	2	3	4	5	6	7	8	9	10
1 City Administrator/Treasurer	\$18.60	\$19.41	\$20.26	\$21.14	\$22.07	\$23.03	\$24.04	\$25.10	\$26.20	\$27.35
2 Recorder	\$11.60	\$12.29	\$13.03	\$13.81	\$14.65	\$15.53	\$16.47	\$17.47	\$18.53	\$19.66
3 Administrative Asst	\$11.00	\$12.29	\$13.03	\$13.81	\$14.65	\$15.53	\$16.47	\$17.47	\$18.53	\$19.66
4 Foreman	\$17.60	\$18.37	\$19.16	\$20.00	\$20.87	\$21.79	\$22.74	\$23.73	\$24.78	\$25.86
5 Lead Man	\$16.60	\$17.34	\$18.12	\$18.94	\$19.79	\$20.68	\$21.62	\$22.59	\$23.62	\$24.69
6 Crew Operators	\$11.60	\$12.29	\$13.03	\$13.81	\$14.65	\$15.53	\$16.47	\$17.47	\$18.53	\$19.66
7 Library Director	\$8.20	\$8.72	\$9.27	\$9.86	\$10.49	\$11.16	\$11.87	\$12.63	\$13.44	\$14.30
8 Library Assistants	\$8.20	\$8.57	\$8.96	\$9.37	\$9.80	\$10.24	\$10.71	\$11.20	\$11.71	\$12.24
9 Swimming Pool Manager	\$8.20	\$8.72	\$9.27	\$9.86	\$10.49	\$11.16	\$11.87	\$12.63	\$13.24	\$14.30
10 Crossing Guards	\$8.20	\$8.57	\$8.96	\$9.37	\$9.80	\$10.24	\$10.71	\$11.20	\$11.51	\$12.24
11 Seasonal Crew Positions	\$8.20	\$8.57	\$8.96	\$9.37	\$9.80	\$10.24	\$10.71	\$11.20	\$11.71	\$12.24

#### ADVANCEMENT:

1 step per year, Step per year will start July 1, 2017  
1 steps per Certification as set by Resolution 13-2016

Longevity Stipends: 10 years \$500.00, 15 years \$1,000.00, 20 years \$1,500.00, 25 years \$2,000.00.

# Exhibit C



## Spot Recognition Awards Nomination Form

\_\_\_\_\_

Date: \_\_\_\_\_

Name of Employee: \_\_\_\_\_

Please give details of the work / activities performed by the employee that makes him/ her eligible for the nomination: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please provide details on the steps taken by the employee that went beyond their job requirements:

\_\_\_\_\_  
\_\_\_\_\_

Provide anything else you'd like to add to support the nomination of this candidate: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Nominated by: \_\_\_\_\_

Supervisor signature: \_\_\_\_\_ (if different than nominated by)

\_\_\_\_\_  
\*\*Please return this form to the City Administrator

### For Office Use only

Date Rec'd: \_\_\_\_\_ Council Agenda Date: \_\_\_\_\_ Council: Approved Denied

If Denied Explain Why: \_\_\_\_\_

MILFORD CITY, A Municipal Corporation

RESOLUTION NO. 14-2016

**A RESOLUTION SETTING VISITOR  
SWIMMING POOL PASSES.**

**WHEREAS**, the Milford City Council has deemed it necessary to impose the following Swimming Pool Passes for Visitors.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of Milford, Utah does hereby set the schedule of passes for visitors. Visitors are defined as a child/person staying with family members or a person visiting Milford for a short period of time:

Type of Permit	Fee
Monthly Visitor Pass (Single)	\$25.00 per month
Weekly Visitor Pass (Single) (Good for Seven Days from Date of Purchase)	\$10.00

Passed by the City Council of Milford, Utah this \_\_\_\_\_ day of \_\_\_\_\_, 2016 by the following vote:

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

Absent: \_\_\_\_\_  
\_\_\_\_\_

Milford City

By: \_\_\_\_\_  
Nolan Davis, Mayor

Attest:

\_\_\_\_\_  
Monica D. Seifers, City Recorder



**ORDINANCE NO. 2-2016**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILFORD, UTAH AMENDING THE CODE OF REVISED ORDINANCES.**

**NOW THEREFORE, BE IT ORDAINED BY THE** City Council of Milford City that Chapter 2.26 of the Milford City Code of Revised Ordinances is hereby amended to read as follows:

**2.26 Library Board**

**2.26.010 Library Established - Management**

The Milford City Library is hereby established to be kept and maintained for the purpose of enhancing the public's health, safety, morals and general welfare. The library shall be managed and operated by the Library Board pursuant to the provisions of this chapter.

**2.26.020 Board Established - Terms of Office; Bylaws; Friends of the Library**

A. There is hereby created and established a Library Board of the Milford City Library which shall consist of seven (7) members, all of whom shall be residents of the City of Milford or South Milford Flat area. Pursuant to state law, only one (1) member of the city governing body may be a member of the board. It is hereby established that one (1) member of the City Council shall be appointed to act as a liaison between the Commission and City Council.

B. Terms of Office: All board members shall be appointed by the Mayor, with the advice and consent of the City Council, for terms of three (3) years or until their respective successors is appointed. If any member is an elected official, he or she shall be deemed replaced by his or her successor in office. Subject to the above, any vacancy on the board will be filled by appointment by the Mayor, upon recommendations from the Library Board and with the advice and consent of the City Council.

C. Bylaws: The library board shall govern itself by a set of bylaws that it shall prepare and have approved by the City Council. A current copy of the bylaws shall be maintained in the City Office for public use. The bylaws may be amended by board recommendation to the City Council, provided written notice of the proposed amendments shall have been mailed to all board members at least ten (10) days prior to the meeting at which such action proposed will be taken. The board shall appoint, under the procedures outlined in the bylaws, any board officers designated in those bylaws. The bylaws shall include provision for training of the board members as well as the library staff.

D. Friends of the Milford, Utah Library: The Friends of the Milford, Utah Library Board is a non-profit, charitable group formed to support the Milford Library.

**2.26.030 Duties and Responsibilities**

The Board shall act in an advisory capacity to the City Council and shall have the following duties and responsibilities:

- A. Shall work to promote the Library in the community and enhance its level of quality.
- B. To take such steps as in may deem feasible to encourage grants or gifts in support of the public library.
- C. To advise and give input on the development of a general philosophy and book selection policy.

## 2-2016 Library Board

- D. Make recommendations and give advice to the City Council on matter affecting the Milford Public Library.
- E. The Library Board shall initiate purchase requests through the City Office by use of the purchase order system in standard purchasing procedure authorized by the City.
- F. Maintenance, Operation of Library; State Law Provisions: The library board shall:
  - 1. Maintain and care for the library.
  - 2. Establish policies for its operation; and
  - 3. In general, carry out the spirit and intent of the state law as set forth in Utah Code Annotated section 9-7-401 et. Seq., as amended.
- G. Work closely with the Friends of Milford, Utah Library Board.

### **Section 5. Section 2.26.040 is hereby amended to read as follows**

#### **2.26.040 Removal; Absence and Vacancies**

- A. Any member of the board may be removed for misconduct or neglect of duty by the Mayor or City Council.
- B. A member's office automatically becomes vacant if the member misses more than Twenty-Five percent (25%) of the boards scheduled meetings during any twelve (12) month period.
- C. Vacancies shall be filled for the unexpired term of any member whose office becomes vacant.
- D. Vacancies in the board occasioned by removals, resignations or otherwise, shall be filled for the unexpired term in the same manner as original appointments.

#### **2.26.050 Compensation**

- A. Members of the board shall service without compensation.
- B. Members may be compensated for reasonable expenses incurred for official responsibilities from library funds, if approved by City Administrator.

#### **2.26.060 Voting**

- A. Each member of the Board shall have one (1) vote.
- B. A quorum shall consist of any four (4) members of the Board. No meeting is official unless a quorum of members is present.
- C. The minimum number of votes required to take any action shall be a majority of those present at the meeting, provided there is a quorum, but shall never be less than four (4).

#### **2.26.070 Meetings**

- A. The board shall select one of its members to be Chairperson. The Chairperson shall conduct all meetings and shall serve for one (1) year. Elections for Chairperson shall be held annually at the first January meeting of the year. A Chairperson may serve consecutive terms.
- B. All meetings shall be held in accordance with the Open and Public Meetings Act.
- C. The board shall meet at least quarterly, and may meet more often if necessary.
- D. Board business and discussion shall be conducted in open meetings in accordance with legal requirements and City policies.
- E. Audio and written minutes shall be kept for each of its meetings. Minutes shall be reviewed for approval at the following meeting. A permanent set of minutes of open public meetings shall be maintained and shall be open to inspection during normal business hours.

#### **2.26.080 Agenda**

- A. Preparation of Agenda: The agenda for each meeting of the library board shall be prepared by the chairperson, and said agenda may cover all matters pertaining to the operation of the library.

**2.26.090 Librarian; Secretary and Other Employees**

A. The Library Board shall recommend to the Mayor; a competent person as the Librarian to have immediate charge of the library with such duties and compensation for their services as the city Council shall fix and determine. The Librarian shall be appointed by the Mayor with the advice and consent of the City Council and shall act as the executive officer for the Library Board.

B. The Library Board shall appoint a secretary from the library board and such other officers as may be necessary to carry on the duties and functions thereof.

**2.26.100 Reports**

A. The Librarian shall make on before March 1, of each year, an annual report to the City Council stating the current condition of the Library, including the various funds received for the Library, expenditures, and the purposes thereof, and such other statistics as it may deem of general interest or necessary to show the true state of the Library. In addition, the City shall furnish to the Library Board, a monthly budget statement showing the amounts budgeted for the library use, the amounts spent, and the balance remaining in each budget category.

**2.26.110 Adopt Rules for Library Use - Free use of the Library to be Free**

A. The Library Board shall make and adopt rules and regulations not inconsistent with law, for the governing of the library. Subject to such rules and regulations, the library shall be free to the use of the citizens of the city.

B. The board may exclude from the use of the library any and all persons who shall willfully violate such rules.

C. The board may extend the privileges and use of the library to persons residing outside of the city on such terms and conditions as it may prescribe by its regulations and in accordance with the inter local agreement with Beaver County.

**2.26.120 Unlawful Acts**

A. It shall be unlawful for any person to make, tear, or in any manner injure, deface, mutilate or destroy any book, pamphlet or other property of the library.

B. It shall be unlawful for any person to fail to return any book, pamphlet or other property of the library when due. The board shall recommend the collection policy within its bylaws.

C. Any person violating any provision of this section shall be guilty of a misdemeanor.

2-2016 Library Board

**Section**   **Effective Date.**   This Ordinance shall take effect immediately upon publication or posting.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on \_\_\_\_\_  
\_\_\_\_\_, 2016, by the following vote:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

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ABSENT: \_\_\_\_\_

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Milford City

\_\_\_\_\_  
Nolan Davis, Mayor

Attest:

\_\_\_\_\_  
Monica D. Seifers, City Recorder

3-2016 Compensation and Salaries

ORDINANCE NO. 3-2016

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MILFORD, UTAH AMENDING THE CODE OF REVISED ORDINANCES.

NOW THEREFORE, BE IT ORDAINED BY THE City Council of Milford City that Section 2.50.050 of the Milford City Code of Revised Ordinances is hereby amended to read as follows:

**Section 1.** All previous salary or compensation ordinances regarding elected and statutory officers hereby are repealed.

**Section 2.** Section 2.50.050 of the Milford City Code of Revised Ordinances is hereby amended to read as follows:

**2.50.050 Compensation and Salaries**

The salaries of officers and employees will be set by resolution adopted in the first meeting of July of each year.

**Section Effective Date.** This Ordinance shall take effect immediately upon publication or posting.

The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the 21<sup>st</sup> day of June, 2016, by the following vote:

AYES: \_\_\_\_\_  
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NAYS: \_\_\_\_\_  
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ABSENT: \_\_\_\_\_  
\_\_\_\_\_

Milford City

\_\_\_\_\_  
Nolan Davis, Mayor

Attest:

\_\_\_\_\_  
Monica D. Seifers, City Recorder